

DNBCET

HANDBOOK

FOR
DNB CET
CENTRALIZED COUNSELING
(SECOND ROUND)

For Admission to
DNB Broad Specialty courses
Including Direct 6 Years courses

January 2013 Admission Session



NATIONAL BOARD OF EXAMINATIONS

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1. ELIGIBILITY FOR COUNSELING:

- 1.1. Candidates who have qualified the DNB Centralized Entrance Test (DNB CET) conducted by NBE in November 2012 and fulfill the eligibility criteria for admission to DNB Broad Specialty courses including Direct 6 Years courses (January 2013 admission session) at various NBE accredited Medical Colleges/Institutions/Hospitals in India shall participate in the counseling for allocation of seats purely on merit cum choice basis.
- 1.2. Candidate pursuing any other post graduate medical course can join a DNB Broad Specialty courses including Direct 6 Years courses only after he/she resigns from such course. Seat allotment letter to such candidate shall be issued by NBE (within the calendar of admission) only if the candidate has been relieved and discharged from the institution/college/hospital from where he/she is undergoing such post graduate medical course.
- 1.3. If Ineligibility is detected at any stage, NBE reserves its rights to take necessary actions as deemed fit including but not limited to cancellation of admission to DNB course and to debar the candidate from taking any further examinations conducted by NBE.
- 1.4. (a) Candidates joining DNB Broad Specialty courses for Jan-2013 admission session, after opting a confirmed seat through DNB CET Centralized Counseling shall not be eligible to appear in DNB CET and shall not be eligible for joining any other DNB course for the entire duration of their DNB Course i.e 3 years. This shall be irrespective of their resignation or discontinuation from the course due to any reason i.e. candidates joining DNB course in Jan 2013 admission session shall be debarred from appearing in DNB CET till December 2015.

(b) Candidates joining DNB Direct 6 Yrs course for Jan-2013 admission session, after opting a confirmed seat through DNB CET Centralized Counseling shall not be eligible to appear in DNB CET and shall not be eligible for any other DNB course for the entire duration of their DNB Course i.e. 6 years. This shall be irrespective of their resignation or discontinuation from the course due to any reason i.e. candidates

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joining DNB course in Jan 2013 admission session shall be debarred from appearing in DNB CET till December 2018.

- 1.5. NBE reserves its rights to alter/amend or modify any clause/criteria/guideline.

2. SCHEDULE OF COUNSELING:

- 2.1 The schedule of DNB CET- Centralized merit based counseling is available on NBE website www.natboard.edu.in
- 2.2 Merit list of applicant candidates of DNB CET November 2012 has been notified on NBE website www.natboard.edu.in
- 2.3 Eligible candidates can download their Rank letter for participation in DNB CET merit based counseling from NBE website.

3. AVAILABILITY OF DNB BROAD SPECIALTY INCLUDING DIRECT 6 YEARS SEATS:

- 3.1 The indicative seat matrix for DNB Broad Specialty including Direct 6 Years courses is available on NBE website. Final Seat matrix shall be displayed at the counseling venue before commencement of the counseling.
- 3.2 After commencement of the counseling, the Information regarding seats remaining vacant shall also be made available on NBE website www.natboard.edu.in after completion of counseling for each day.

4. VENUE OF COUNSELING:

- 4.1 DNB CET merit based centralized counseling for January 2013 admission session will be held in New Delhi only at National Board of Examinations office, PSP Area, Sector – 9, Dwarka (Landmark: Opp. District Court, New Delhi) as per prescribed schedule.
- 4.2 Candidates are required to make their own arrangement for boarding & lodging.

- 4.3 Travel cost to appear in the counseling shall be borne by the candidate only. Candidates are advised to report to the counseling venue at the prescribed time. Candidates reporting after the prescribed time are liable to miss their turn in the Counseling/non-participation. NBE shall not be responsible for delay in arrival due to any reason. No claim in this regards will be entertained. NBE reserves its rights to take appropriate decisions in cases of late reporting by the candidates. However, no candidate under any circumstances shall be allowed to disrupt the existing flow of candidates for counseling if he/she reports late on any ground.
- 4.4 Candidates are advised to report for counseling as per the time indicated in their Rank Letter

5. ALLOTMENT OF SEATS BY PERSONAL APPEARANCE:

- 5.1 The allotment of seats shall be made to the eligible candidates only through personal appearance and they will be called in batches in the order of their merit position as per the schedule of Counseling available on NBE website.
- 5.2 Candidate has to be present in person on the day of his/her counseling to participate in the counseling at scheduled time specified in his/her Rank Letter. Authorized representative on behalf of candidate shall be permitted only after due approval of NBE in exceptional circumstances only.
- 5.3 Candidates appearing for counseling can only opt for a confirmed seat. Candidates may note that there shall not be any further round of counseling for Jan 2013 admission session. Consequently, there shall not be any provision to opt for further round of counseling.
- 5.4 Candidates are advised to exercise their option for confirmed seat cautiously as no change in seat once allotted shall be permissible under any circumstances.

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- 5.5 The counseling shall be done purely on the basis of DNB CET (November 2012) Merit Position. NBE shall confirm the particulars of candidates by verifying the original documents at the time of counseling.
- 5.6 Reserved seats will be allotted to the candidates of concerned category only. Candidates of reserved category can opt for either reserved seats earmarked for them or unreserved seats in order of their merit. Candidates may note that reservation status of DNB seats at a particular institution/medical college is provided by the respective institution only, based on the roster maintained by the concerned institution and whether the institution/hospital is covered by reservation. NBE does not own, possess or fund any seat as such.
- 5.7 No separate letter/communication regarding counseling is being sent to the candidates. Therefore, all the eligible candidates are advised to refer to NBE website www.natboard.edu.in for information pertaining to counseling and download their rank letter as well. Candidates are also advised to refer NBE website from time to time for any updates.
- 5.8 Candidates are required to bring their RANK LETTER at the time of counseling along with the prescribed documents. Rank letters can be downloaded from NBE website www.natboard.edu.in.

6. COUNSELING FEE:

Candidates are required to deposit a counseling fee of Rs. 2000/- through demand draft drawn in favour of National Board of Examinations, payable at New Delhi, on the day of counseling at counseling venue itself. Candidates are required to bring the above mentioned demand draft failing which they will not be allowed to participate in the counseling.

Counseling fee will not be refunded under any circumstances once the candidate has been registered for Counseling at the counseling venue.

7. LIST OF PRESCRIBED DOCUMENTS

7.1 Candidates have to bring the following documents **IN ORIGINAL**. In addition, candidates are also required to bring certified photocopies of the documents mentioned at S.No. (iii) to (X). Certified photocopies have to be submitted to NBE at the time of documents verification:

- i. Rank Letter downloaded from NBE website www.natboard.edu.in
- ii. DNB CET Result Certificate (November 2012) downloaded from NBE website www.natboard.edu.in
- iii. MBBS Degree certificate/Provisional Pass Certificate of MBBS*
- iv. Permanent Registration certificate issued by MCI/State Medical Council for registration of MBBS qualification.
- v. Proof of MBBS Qualification being recognized as per IMC Act/Central Government.
- vi. Internship Completion Certificate (internship completion date must be on or before 31st January 2013).
- vii. Mark sheets of all MBBS Professional Examinations.
- viii. Matriculation/High School/Higher Secondary Certificate as a proof of Date of Birth.
- ix. SC/ST/PWD/OBC certificate issued by competent authority, if applicable.
Caste certificate must be issued by competent authority. The sub-caste should tally with the central Govt. list.
- x. Any document (Bonafide certificate/Mark sheet/Attempt Certificate etc issued by concerned institution/medical college) confirming the name of the institution/medical college from where the MBBS qualification was pursued.
- xi. Any other relevant certificate or document.

*Provisional certificate of MBBS Qualification is permissible only for those candidates who had passed the MBBS Qualification in the year 2012.

If the candidate has passed MBBS Qualification before 2012 and the MBBS degree certificate has not been issued to him/her so far by the concerned university/Board, documentary evidence to this effect in form of a letter from competent authority of respective university/Board is to be furnished at the time of counseling.

If a candidate is employed or under any kind of bond, he/she has to furnish a 'No Objection Certificate or/and Relieving letter' issued by competent authority of

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concerned University /Employer before the cut off date prescribed to join the DNB course in case he/she decides to opt for a confirmed seat. The seat allotment letter to such candidates will be issued only after a copy of 'No Objection Certificate or/and relieving letter' is submitted to NBE.

7.2 Candidates without original documents will not be allowed to appear/participate in Centralized Counseling by NBE under any circumstances.

7.3 Candidates are required to bring one of the following Govt issued ID card in original at the time of counseling:

- PAN card
- Indian Passport
- Voter ID card
- Driving License
- Aadhar Card
- MCI/SMC Registration certificate bearing photograph of the candidate

No other ID proof will be accepted.

7.4 All the certificates must be in HINDI or ENGLISH. In case if any of the certificate(s) is/are in regional language, its Hindi/English version translated copy duly authenticated by a Gazetted Officer will be required in original.

7.5 Seat Allotment letter will be issued to the candidate opting for a confirmed seat on the same day of counseling subject to fulfillment of the eligibility criteria.

8. PROCEDURE FOR DNB CET MERIT BASED CENTRALIZED COUNSELING

The candidate who has qualified the DNB CET (November 2012) is eligible to participate in the Merit Based Counseling on the designated day and time. The flow of counseling process is as under:

8.1 **Station A** (Registration Area cum document & Identity Verification Area)

- Attendance of all the present candidates shall be taken.
- Candidates will be briefed about the counseling process and will be provided with a 'Counseling kit'.
- Candidates will have to deposit a fee of Rs. 2000/- in form of Demand Draft drawn in favour of National Board of Examinations payable at New Delhi.
- The original documents of every candidate will be verified at the designated registration counters.
- Candidates without prescribed original documents shall not be allowed to participate in the Counseling.
- Biometric information of all candidates called for the counseling shall be captured and verified against the information of the candidate captured at the time of DNB CET (November 2012) at their test venue.
- The candidates should arrive at the counseling venue at the reporting time mentioned in the Rank letter on the day of scheduled counseling. This will allow time for identity verification and checking in for participation in the counseling.
- Identity checks will be made upon arrival at the counseling venue to ensure that there are no unauthorized candidates participating in the counseling.
- Finger prints of all the candidates may be captured and candidates are requested to cooperate with this essential activity to avoid any cases of impersonation. This is a security feature which will also ensure that only genuine and bonafide candidates appear for the counseling.
- Candidates are required to bring one of the following Govt issued ID card in original at the time of counseling:
 - PAN card
 - Indian Passport
 - Voter ID card

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- Driving License
- Aadhar Card
- MCI/SMC Registration certificate bearing photograph of the candidate
- No other ID proof will be accepted.

8.2 Station B (Seat availability status area):

- After verification of the documents is complete, the candidate will be asked to move to station B in order of his/her merit position.
- Candidates will be given an opportunity to go through the available seat matrix on Computers wherein they can look for the available seats of their choice.
- Parents/relatives/guardians are not permitted at this station. However, use of phone by the candidate is permitted at station B.
- Candidates are advised to shortlist institution of their choice at this station. The final allotment shall be done at Station C.

8.3 Station C (Seat allotment area):

- Candidates will thereafter move to station C in order of their merit position.
- A counseling panel comprising of eminent subject experts shall display the vacant seat position to the candidates and guide and counsel them to arrive at a final decision.
- Candidate at this station has to opt only for a confirmed seat and an undertaking to this effect shall be furnished by the candidate in writing.
- Candidate opting for a confirmed seat shall be given a seat allotment letter at station C subject to fulfillment of eligibility criteria.
- If a candidate is employed or under any kind of bond, he/she has to furnish a 'No Objection Certificate or/and Relieving letter' issued by competent authority of concerned University /Employer before the cut off date prescribed to join the DNB course in case he/she decides to opt for a confirmed seat. The seat allotment letter to such candidates will be issued only after a copy of 'No Objection Certificate or/and relieving letter' is submitted to NBE.

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- **Use of mobile phone by the candidates is not permitted at station C.** Cooperation of candidates is solicited for not using the mobile phone at station C.
- After verification of his/her details mentioned in the seat allotment letter the candidate can leave the counseling venue.
- Candidate shall leave the Counseling venue thereafter.

9. GENERAL INSTRUCTIONS

- 9.1 Candidates are advised to maintain decorum and sanctity of the process.
- 9.2 Water, Tea/Coffee and refreshments shall be served to the candidates and accompanying guests.
- 9.3 Counseling is a real time process and candidates are requested to be patient and maintain discipline while the Counseling is in progress.
- 9.4 Candidates are advised to report for the counseling in time and should have sufficient margin after the completion of Counseling for their scheduled departure as the Counseling process is likely to continue till late evening.
- 9.5 Candidates are advised to carefully go through the guidelines for DNB CET Centralized Merit Based Counseling before they report for participation in the Counseling.
- 9.6 Candidates are advised to check the seat position at the NBE website before reporting to NBE office for participation in counseling.

10 UNFAIR MEANS:

10.1 IMPERSONATION IN COUNSELING

If it is found during the counseling that candidates appearing in the Counseling have indulged in any kind of impersonation or unfair means, his/her candidature for counseling/admission to DNB course will be cancelled. The matter shall be dealt as per Unfair Means guidelines of NBE. Such candidates will be debarred from taking NBE examinations in future.

10.2 SUBMISSION OF FALSE DOCUMENTS / FABRICATED DOCUMENTS

If it is found at any stage that documents produced for determination of eligibility for DNB CET examination are false/fabricated/forged and/or do not belong to the candidate, his/her candidature for counseling/admission to DNB course will be cancelled and further penal action may be taken. The matter shall be dealt as per Unfair Means guidelines of NBE.

10.3 CANVASSING FOR ALLOTMENT OF SEATS

Canvassing directly or indirectly for the allotment of seats or adjustments thereafter would disqualify the candidate from participation in counseling. The allotment of seats shall strictly be done on the basis of merit list through centralized counseling. Candidates are advised not to canvass or approach or solicit any kind of intervention in this regard.

10.4 MISBEHAVING WITH NBE STAFF ON COUNSELING DUTY

If any candidate appearing for counseling or any relative/attendant of the candidate present at the counseling venue is found creating nuisance and/or hampering the process of smooth conduct of counseling because of his/her behaviour, the candidate shall be disqualified from participation in the counseling. NBE reserves its rights to take a final decision in such matters of misbehaviour/misconduct on part of participating candidates/ attendants. NBE reserves its absolute rights to restrict/permit entry of a candidate/accompanying guest to NBE premises.

11. JOINING OF THE COURSE:

- 11.1 Each candidate shall be given a prescribed time from the date of issuance of the allotment letter to report and join the allotted NBE accredited Medical college/Institution/Hospital.
- 11.2 Joining means deposition of the prescribed DNB Course fee by the candidate at the accredited hospital/institute and resuming his/her duties as a DNB trainee.
- 11.3 Candidates joining a DNB Course in Jan 2013 admission session may also refer to Para 1.4 (a) & (b) of this handbook.
- 11.4 Candidate has to begin his/her DNB training within the prescribed time only. Candidate is required to submit his/her joining report to NBE in the prescribed format i.e. Annexure – ‘A’ (CET 2013).
- 11.5 Requests for extension of joining date shall not be entertained ordinarily. NBE reserves its right to grant extension to the candidate for joining DNB course on the merits of the case in exceptional case only.
- 11.6 The allotment made will be firm and final. Change of Institute/college from one place to another is not permitted under any circumstances. Requests for the same shall not be entertained by the NBE after the allotment of seats.
- 11.7 Annexure ‘A’ (CET 2013) in ORIGINAL has to be furnished by the accredited hospital through speed post along with application for registration within one month of joining DNB training. However, a scanned copy of ‘annexure – A’ is to be sent to NBE through email at reg@natboard.edu.in **immediately** after joining DNB training.
- 11.8 DNB CET (November 2012) merit is valid for admission to January 2013 admission session only. The result shall not be carried forward to next session under any circumstances.
- 11.9 Joining of a candidate to a NBE accredited institute through Centralized Merit Based Counseling is subject to medical fitness of the candidate as assessed/examined by the accredited hospital/institution.

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- 11.10 The medical examination of the candidate shall be done by the Medical Board of the concerned NBE accredited institute. Candidate found fit in the medical examination shall only be allowed to join the DNB course.
- 11.11 NBE reserves its rights to take a final decision in the matter of a candidate being found unfit in medical examination and may undertake medical examination of candidate at its sole discretion.
- 11.12 Leave on medical grounds is permissible only for genuine medical reasons and NBE should be informed by the concerned institute/hospital about the same immediately after the candidate proceeds on leave on medical grounds.
- 11.13 The supporting medical documents have to be certified by the Head of the Institute/hospital where the candidate is undergoing DNB training and have to be sent to NBE.
- 11.14 The medical treatment should be taken from the institute/hospital where the candidate is undergoing DNB training. Any deviation from this has to be supported with valid grounds and documentation and shall not be entertained ordinarily.
- 11.15 Admission of a candidate remaining absent from duty/unauthorized leave after joining DNB course for a period of 7 calendar days shall automatically be treated as cancelled. Unauthorized absence even for a single day shall be viewed seriously.
- 11.16 NBE Reserves its absolute rights to take appropriate actions in cases involving unauthorized absence/leave or absence allegedly on medical grounds.
- 11.17 All disputes pertaining to conduct of COUNSELING by the NBE and allocation of seats in various specialties and colleges/institutions by the NBE shall be within the exclusive jurisdiction of competent courts at Delhi/New Delhi only.

12. QUERY HANDLING:

- 12.1 ORAL queries would not be entertained by NBE.
- 12.2 For any queries pertaining to counseling, candidates are requested to communicate to NBE by email at counseling@natboard.edu.in
- 12.3 Candidates must mention their rank number, Testing ID, Name, Postal address and telephone/mobile no. in their correspondence to NBE.
- 12.4 Candidates are advised to carefully go through the guidelines of counseling and NBE website before submitting a query.
- 12.5 Queries pertaining to information already available on NBE website www.natboard.edu.in may not be entertained.

13. PROCEDURE FOR REGISTRATION WITH NBE FOR DNB BROAD SPECIALTY COURSES INCLUDING DIRECT 6 YEARS COURSES:

- 13.1 Candidates are required to furnish following documents to NBE within one month of joining DNB training in order to get registered for DNB course:
- A duly completed application form for DNB Broad Specialty including Direct 6 Years course - January 2013 admission session.
 - A registration fee of Rs 5000/- (for 3 Years course) or Rs. 10,000/- (for direct 6 Years course) is to be deposited through challan/Pay-in-slip at any of the Indian Bank branches across India. NBE copy of this challan has to be enclosed with the registration form.
 - Annexure – A (CET 2013)
- 13.2 Contact details of candidate as mentioned in registration form will be treated as final for further correspondence with the candidate.
- 13.3 Candidates are advised to inform NBE at email ID reg@natboard.edu.in at the earliest in case of their non-joining/resignation from the DNB course.
- 13.4 Registration letters can be downloaded from NBE website.

14. DISCLAIMER:

- 14.1 The merit list of candidates is purely provisional and subject to the verification of aforementioned documents in original. Any candidate found to have furnished incorrect information/false documents will be disqualified from the counseling.
- 14.2 If it is found at any stage that a candidate is already pursuing a post graduate medical course and has again opted for a DNB seat through CET Centralized Counseling – January 2013 admission session without resigning from the previous seat, he/she shall forfeit his/her claim for the DNB seat and action as deemed fit by NBE shall be taken.
- 14.3 In an unlikely event of an ineligible candidate getting admission to DNB course, NBE reserves its right to revoke his/her admission from DNB course.
- 14.4 Candidates of SC/ST/OBC category who have been declared PASS and obtain 40% to less than 50% scaled score OR candidates of PWD category who have been declared PASS and obtain 45% to less than 50% scaled score and are unable to submit the requisite documentary evidence in support of their caste/category (on the day of counseling) opted by them at the time of online registration for DNB CET shall be declared as FAIL and they shall not be allowed to participate in counseling.

15. NBE Leave Rules

1. DNB Trainees are entitled to leave during the course of DNB training as per the Leave Rules prescribed by NBE.
2. A DNB candidate can avail a maximum of 20 days of leave in a year excluding regular duty off/ Gazetted holidays as per hospital/institute calendar/policy.

3. MATERNITY LEAVE:

- 3.1. A female candidate is permitted a maternity leave of 90 days once during the duration of entire DNB course.
 - 3.2. The expected date of delivery (EDD) should fall within the duration of maternity leave.
 - 3.3. Extension of maternity leave is permissible only for genuine medical reasons and after prior approval of NBE. The supporting medical documents have to be certified by the Head of the Institute/hospital where the candidate is undergoing DNB training. NBE reserves its rights to take a final decision in such matters.
 - 3.4. The training of the candidate shall be extended accordingly in case of any extension of maternity leave being granted to the candidate.
 - 3.5. Candidate shall be paid stipend during the period of maternity leave. No stipend shall be paid for the period of extension of leave.
4. Male DNB candidates are entitled for paternity leave of maximum of one week during the entire period of DNB training.
 5. No kind of study leave is permissible to DNB candidates. However, candidates may be allowed an academic leave as under across the entire duration of training program to attend the conferences/CMEs/Academic programs/Examination purposes.

DNB COURSE	NO. OF ACADEMIC LEAVE
DNB 3 years Course (Broad & Super Specialty)	14 Days
DNB 2 years Course (Post Diploma)	10 Days
DNB Direct 6 years Course	28 days

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6. Under normal circumstances leave of one year should not be carried forward to the next year. However, in exceptional cases such as prolonged illness the leave across the DNB training program may be clubbed together with prior approval of NBE.
7. Any other leave which is beyond the above stated leave is not permissible and shall lead to extension/cancellation of DNB course.
8. Any extension of DNB training for more than 2 months beyond the scheduled completion date of training is permissible only under extra-ordinary circumstances with prior approval of NBE. Such extension is neither automatic nor shall be granted as a matter of routine. NBE shall consider such requests on merit provided the seat is not carried over and compromise with training of existing trainees in the Department.
9. Unauthorized absence from DNB training for more than 7 days may lead to cancellation of registration and discontinuation of the DNB training and rejoining shall not be permitted.

10. Medical Leave

- 10.1. Leave on medical grounds is permissible only for genuine medical reasons and NBE should be informed by the concerned institute/hospital about the same immediately after the candidate proceeds on leave on medical grounds.
 - 10.2. The supporting medical documents have to be certified by the Head of the Institute/hospital where the candidate is undergoing DNB training and have to be sent to NBE.
 - 10.3. The medical treatment should be taken from the institute/hospital where the candidate is undergoing DNB training. Any deviation from this shall be supported with valid grounds and documentation.
 - 10.4. In case of medical treatment being sought from some other institute/hospital, the medical documents have to be certified by the Head of the institute/hospital where the candidate is undergoing DNB training.
 - 10.5. NBE reserves its rights to verify the authenticity of the documents furnished by the candidate and the institute/hospital regarding Medical illness of the candidate and to take a final decision in such matters.
11. The eligibility for DNB Final Examination shall be determined strictly in accordance with the criteria prescribed in the respective information bulletin.

FREQUENTLY ASKED QUESTIONS

Q. What is the eligibility criterion for participation in DNB CET counseling?

A. Candidates who have qualified the DNB Centralized Entrance Test (DNB CET) conducted by NBE in November 2012 and fulfill the eligibility criteria for admission to DNB Broad Specialty courses including Direct 6 Years courses (January 2013 admission session) at various NBE accredited Institutions in India can participate in the counseling

Q. How can I get information regarding my queries pertaining to counseling?

A. Please refer to Information Bulletin of DNB CET and handbook for Counseling. You can also e-mail your queries at counseling@natboard.edu.in Queries pertaining to information already available on NBE website www.natboard.edu.in may not be entertained.

Q. Can anyone else attend counseling on my behalf?

A. Candidate has to be present in person on the day of his/her counseling at scheduled time specified in his/her Rank Letter. However, authorized representative on behalf of candidate shall be permitted only after due approval of NBE under exceptional circumstances only. The authorized representative is required to bring an authority letter issued by the candidate.

Q. Am I eligible for DNB while pursuing any other PG Medical course?

A. Candidate pursuing any other post graduate medical course can join a DNB seat only after they resign from such course. Seat allotment letter to such candidates shall be issued by NBE (within the calendar of admission) only if the candidates has been relieved and discharged from the institution/University from where they are under going such post graduate medical course..

Q. How can I know the counseling schedule?

A. The schedule of DNB CET- Centralized counseling is available on NBE website www.natboard.edu.in

Q. Can I leave the counseling venue during the counseling session?

A. No, candidate cannot leave the premises till the completion of his/her counseling.

Q. How can I review the seat availability before my turn comes?

A. The indicative seat matrix for DNB Broad Specialty including Direct 6 Years courses is available on NBE website. Final Seat matrix shall be displayed at the counseling venue before counseling.

You can review the seats available at your merit position at Station – ‘B’ – the seat availability status area at pre-installed computers.

Q. Will NBE provide TA/DA to the candidates?

A. No, Travel cost to appear in the counseling shall be borne by the candidate only Candidates are required to make their own arrangement for stay.

Q. What if I am not able to arrive by the scheduled time?

A. Candidate has to be present on the day of his/her counseling to participate in the counseling at scheduled time specified in his/her Rank Letter. NBE shall not be responsible for delay in arrival due to any reason. No claim in this regards will be entertained. NBE reserves its rights to take decisions in cases of late reporting by the candidates.

Q. Will the candidates be informed about the counseling via letter or email?

A. Candidate will not receive any individual intimation regarding counseling. You are advised to refer NBE website www.natboard.edu.in for information pertaining to counseling

Q. How can I download my Rank letter?

A. Rank Letter can be downloaded from NBE website www.natboard.edu.in.

Q. What is the prescribed fee for participation in Counseling?

A. Counseling fee of Rs 2000/- is to be deposited on the day of your counseling at counseling venue only. Fee can be deposited through demand draft drawn in favour of National Board of Examination payable at New Delhi.

Q. Is it necessary to bring original and photocopy of testimonials to the counseling?

A. Candidates have to bring all the prescribed documents ‘IN ORIGINAL’. In addition, candidates are required to bring self certified copies of the documents. Certified copies have to be submitted to NBE at the time of documents verification.

Q. Can I bring the documents issued in my native language only?

A. No, All the certificates must be in HINDI or ENGLISH. In case if any of the certificate(s) is/are in regional language, its Hindi/English version translated copy duly authenticated by a Gazetted Officer will be required in original.

Q. Is it necessary to bring Identification proof?

A. Yes, Candidates are required to bring one of the following Govt issued ID card in original at the time of appearance for counseling:

- PAN card
- Indian Passport
- Voter ID card
- Driving License
- Aadhar Card
- MCI/SMC Registration certificate bearing photograph of the candidate

No other ID proof will be accepted

Q. Can I extend my joining date after the seat is taken?

A. Ordinarily requests for extension of joining date shall not be entertained. However, NBE reserves its right to grant extension to the candidate for joining DNB course on the merits of the case.

Q. What if I am employed and wish to attend the counseling?

A. You can attend the counseling and opt for a seat also, however, if a candidate is employed or under any kind of bond, he/she has to furnish a 'No Objection Certificate or/and Relieving letter' issued by competent authority of concerned University /Employer before the cut off date prescribed to join the DNB course in case he/she decides to opt for a confirmed seat. The seat allotment letter to such candidates will be issued only after a copy of 'No Objection Certificate or/and relieving letter' is submitted to NBE.

Q. Can I change my DNB seat after allotment in counseling?

A. No, Change of Institute/college from one place to another is not permitted under any circumstances. Request for the same are not entertained by the NBE after the allotment of seats.

Q. Can I participate in counseling of future sessions based on DNB CET result of Nov 2012?

A. No, the DNB CET (November 2012) result and merit is valid for the current session (Jan 2013 admission session) only.

Q. How can I resign from the DNB seat opted, if at all I wish to?

A. You need to forward your resignation through proper channel to NBE.

Q. What if I resign from the seat opted in the counseling. Will I be eligible for future DNB CET?

A. (a) Candidates joining DNB Broad Specialty courses for Jan-2013 admission session, after opting a confirmed seat through DNB CET Centralized Counseling shall not be eligible to appear in DNB CET and shall not be eligible for joining any other DNB course for the entire duration of their DNB Course i.e 3 years. This shall be irrespective of their resignation or discontinuation from the course due to any reason i.e. candidates joining DNB course in Jan 2013 admission session shall be debarred from appearing in DNB CET till December 2015.

(b) Candidates joining DNB Direct 6 Yrs courses for Jan-2013 admission session, after opting a confirmed seat through DNB CET Centralized Counseling shall not be eligible to appear in DNB CET and shall not be eligible for any other DNB course for the entire duration of their DNB Course i.e 6 years. This shall be irrespective of their resignation or discontinuation from the course due to any reason i.e. candidates joining DNB course in Jan 2013 admission session shall be debarred from appearing in DNB CET till December 2018.

Q. Is registration for the DNB Course mandatory?

A. Yes, all candidates who have joined DNB training are required to get registered with NBE for DNB course. A registration number is issued on receipt of application for registration and fulfillment of eligibility criteria for registration.

Q. How can I apply for registration with NBE after opting a seat through counseling?

A. You are required to furnish following documents to NBE within one month of joining DNB training in order to get registered for DNB Broad Specialty including Direct 6 Years course:

- A duly completed application form for DNB Broad Specialty including Direct 6 Years course January 2013 admission session.
- A registration fee of Rs 5000/- (for 3 Years course) or Rs. 10,000/- (for direct 6 Years course) is to be deposited through challan/Pay-in-slip at any of the Indian Bank branch across India. NBE copy of this challan needs to be enclosed with the registration form.
- Annexure – A (CET 2013).

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ANNEXURE A – CET 2013

Format of Joining Report to be furnished by all DNB Candidates who have been allotted DNB seats at NBE accredited Medical Colleges/Institutions/Hospitals for DNB training, through DNB CET – Centralized Counseling –January 2013 Admission session

NOTE: Ensure that Joining Report MUST be issued on an OFFICIAL LETTERHEAD under signature and stamp of DEAN/ PRINCIPAL/MEDICAL SUPERINTENDENT/ HEAD OF THE INSTITUTION/DIRECTOR ONLY, as per the prescribed format.

Office Dispatch Number:

Date of Issue:

The Executive Director
National Board of Examinations
(Ministry of Health & Family Welfare, Govt. of India)
Ansari Nagar, Mahatma Gandhi Marg (Ring Road)
New Delhi-110029

Sub: Furnishing of Joining Report for DNB Broad Specialty including Direct 6 years course.

Sir,

It is certified that Dr. _____ Son/Daughter/Wife of _____ who has appeared in DNB CET (November 2012) conducted by National Board of Examinations vide Testing ID _____ has reported for joining DNB course at our NBE accredited Medical College/Institution/Hospital on _____ (Date of Joining DNB training).

He/she has scored _____ rank in DNB CET - Centralized Counseling for January 2013 admission session as per the seat allotment letter received from NBE.

His/Her original documents have been verified for their genuineness & authenticity. He/She may be registered for DNB course in the specialty of _____ w.e.f _____ (Date of Joining DNB Training).

He/she will be doing his/her thesis under guidance of _____ (Name & designation of thesis guide) as per prescribed NBE guidelines for thesis submission.

It is also certified that the candidate will be made to work during the entire DNB training as a resident doctor strictly in accordance with leave guidelines of NBE.

Yours sincerely

Signature _____

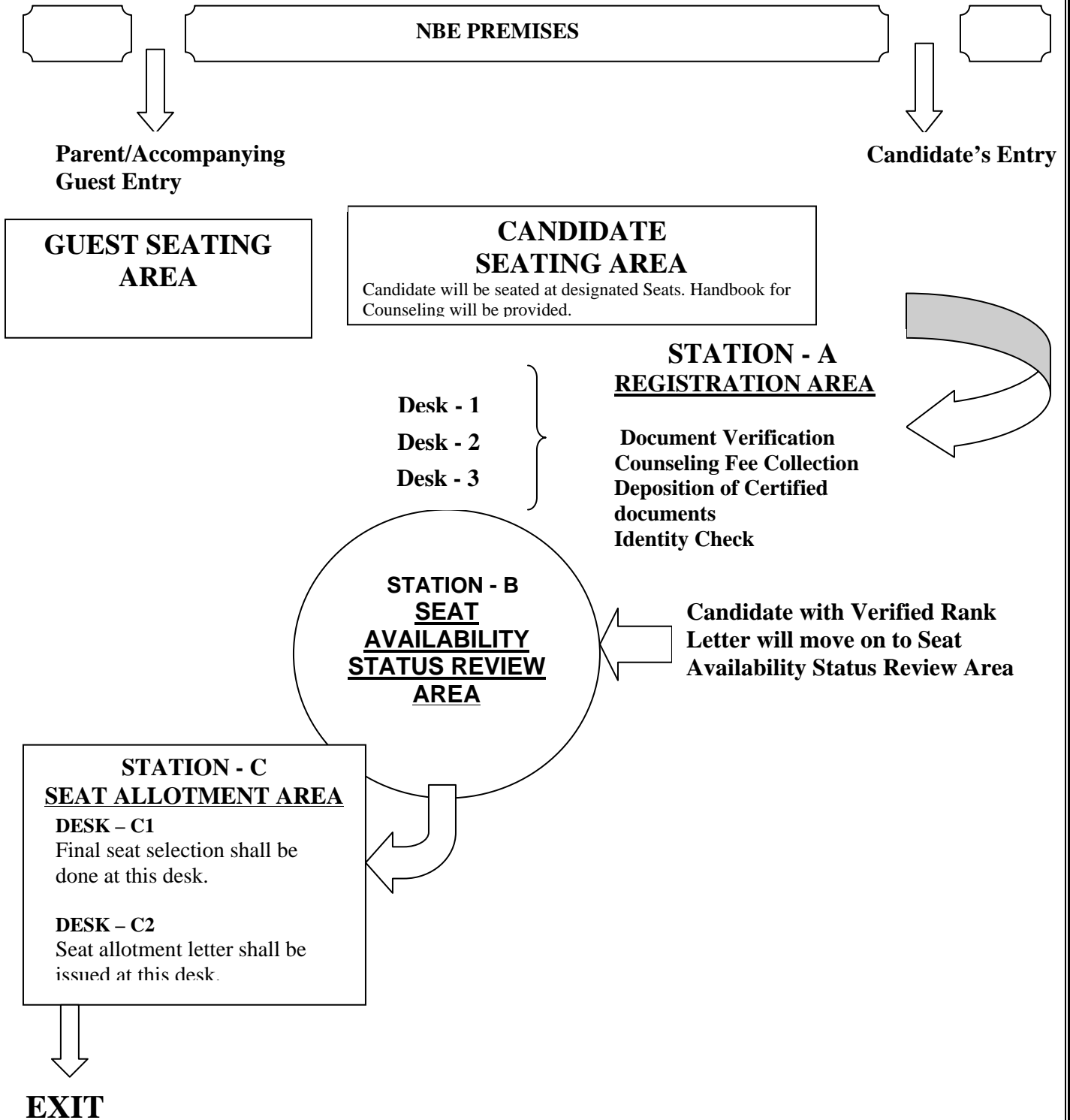
Name & Designation _____

STAMP OF
DEAN / PRINCIPAL / MEDICAL
SUPERINTENDENT / HOI

FLOW CHART

DNB CET CENTRALIZED COUNSELING (SECOND ROUND)

JANUARY 2013 ADMISSION SESSION



ADDENDUM TO HANDBOOK FOR DNB CET CENTRALIZED COUNSELING (SECOND ROUND)

For Admission to DNB Broad Specialty Courses including Direct 6 Years Courses
January 2013 Admission Session

(This Addendum is part and parcel of this Handbook)

REVISED SCHEDULE FOR DNB CET CENTRALIZED COUNSELING (SECOND ROUND) JAN-2013 ADMISSION SESSION

BATCH	Merit Position	DATE OF COUNSELING	REPORTING TIME
A1	33 - 1006	01.08.2013	10:00 AM
A2	1008 - 1592	01.08.2013	1:30 PM
B1	1593 - 2460	02.08.2013	9:30 AM
B2	2463 - 3487	02.08.2013	1:30 PM
C1	3488 - 4700	03.08.2013	9:30 AM
C2	4701 - 5996	03.08.2013	1:30 PM
D1	6001 - 6750	05.08.2013	9:30 AM
D2	6751 - 7500	05.08.2013	1:30 PM
E1	7501 - 8750	06.08.2013	9:30 AM
E2	8751 - 10000	06.08.2013	1:30 PM
F1	10001 – 11500	07.08.2013	9:30 AM
F2	11501 – 13000	07.08.2013	1:30 PM

**GUIDELINES FOR CANDIDATES WHO HAVE DEPOSITED THEIR
ORIGINAL DOCUMENTS/CERTIFICATES IN THE MEDICAL COLLEGE/INSTITUTE
WHERE THEY ARE UNDERGOING MD/MS/DIPLOMA TRAINING**

Candidates who have deposited their original documents and certificates in the Medical College/Institute where they are undergoing MD/MS/Diploma training shall be allowed to participate in the second round of counseling subject to fulfilment of all of the following criteria.

- a) Certificate in ORIGINAL from the Competent Authority that the original documents are deposited at the concerned Medical College/Institute as per prescribed format.
- b) The candidate allotted a confirmed seat has to deposit a caution money of Rs. 50,000/- in the form of Demand Draft drawn in favour of National Board of Examinations, payable at New Delhi, on the day of counseling at the counseling venue itself. This will be refundable fully to the candidate upon his/her joining the seat after opting for the confirmed seat.
- c) The candidate allotted a confirmed DNB seat has to sign a resignation letter on the spot addressed to his/her present training Medical College/Institute which shall be immediately sent to the Medical College/Institute.
- d) The seat allotted to the candidate will be purely provisional subject to the production of original documents by the candidate. The seat allotment letter to such candidates will be issued only after the production of original documents furnished by the candidate at NBE Dwarka office. Candidates unable to produce their original documents (as prescribed) within 10 days of allotment of seat will not be allowed to join DNB course and their caution money shall be forfeited.