

MEDICAL COUNCIL OF INDIA

The Opening of a New or Higher Course of Study or Training (including Post-graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (including a Postgraduate Course of Study or Training) Regulations, 2000.



(AMENDED UP TO JULY, 2017)

MEDICAL COUNCIL OF INDIA

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DATED THE 7TH OCTOBER, 2000)
MEDICAL COUNCIL OF INDIA**

NOTIFICATION

New Delhi, dated the 14th August, 2000

No.M.C.I.34 (41)2000-Med:- In exercise of the powers conferred by section 10A read with section 33 of the Indian Medical Council Act,1956 (102 of 1956), in super-session of the Establishment of new Medical Colleges, opening of higher courses of study and increase of admission capacity in medical colleges Regulations, 1993, in so far as it relates to application for permission of the Central Government for starting new or higher courses (including PG degree/diploma and higher specialities) in a medical college / institution and application for permission of the Central Government to increase the admission capacity in MBBS/Higher courses (including Diploma/ Degree/ Higher specialities) in the existing medical colleges/institutions, the Medical Council of India, with the previous sanction of the Central Government, hereby makes the following regulations, namely :-

1. Short title and commencement:-
 - (1) These regulations may be called, 'The Opening of a New or Higher Course of Study or Training (including Post-graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (including a Postgraduate Course of Study or Training) Regulations, 2000.
 - (2) They shall come into force on the date of their publication in the Official Gazette.
2. Definition:-
 - (1) In these regulations, unless the context otherwise requires,-
 - (a) 'Act' means the Indian Medical Council Act, 1956 (102 of 1956);
 - (b) "medical college" means any institution by whatever name called in which a person may undergo a course of study or training including any post graduate course of study or training which will qualify him for the award of a recognised medical qualification.
 - (2) Words and phrases used in these regulations and not defined but defined in the Act shall have the meanings respectively assigned to them.
 - (3) The permission for establishment of a new or higher course of study, etc.-
 - No medical college shall,-
 - (a) open a new or higher course of study or training (including a post graduate course of study or training) which would enable a student of such course or training to qualify himself for the award of any recognised medical qualification; or

- (b) increase admission capacity in any course of study or training (including a post-graduate course of study or training); except after obtaining the previous permission of the Central Government by submitting Scheme annexed to these regulations.

PART - I

SCHEME FOR PERMISSION OF THE CENTRAL GOVERNMENT FOR OPENING A NEW OR HIGHER COURSE OF STUDY OR TRAINING (INCLUDING A POSTGRADUATE COURSE OF STUDY OR TRAINING) IN A MEDICAL COLLEGE OR INSTITUTION.

1. INSTRUCTION TO THE MEDICAL COLLEGE/INSTITUTION:

For starting higher courses in medical subjects in the medical colleges/institutions, the medical college/institution should be a recognised medical college or institution. The medical college/institution should conform to the guidelines laid down in the Graduate Medical Education Regulations, 1997/Postgraduate Medical Education Regulations of the Medical Council of India as amended from time to time and approved by the Central Government. The medical college/institution may apply to the Central Government for the permission along with the permission of the State Government, affiliation granted by an University recognised under University Grants Commission Act or State or Central Act and in conformity with the Medical Council of India regulations along with the documentary evidence to show additional financial allocation, provision for additional space, and equipment and other infrastructural facilities and provision of recruitment of additional staff as per Medical Council of India norms.

2. SUBMISSION OF APPLICATION AND APPLICATION FEE:

The application (Appendix I) under this Scheme shall be submitted by registered post to the Secretary (Health), Ministry of Health and Family Welfare, Department of Health, Government of India, Nirman Bhawan, Maulana Azad Road, New Delhi- 110011 alongwith the information and non-refundable application fee of Rs. Two Lakh in the form of demand draft in favour of "Medical Council of India" and payable "at Delhi". This fee is for registration, technical scrutiny and contingent charges and for inspections (two physical inspections for Diploma courses and three inspections for degree courses). Besides the above inspection, the normal inspection fee and the inspection fee for recognition of the course shall apply to the concerned medical college or institution as prescribed by the Council with the approval of the Central Government.

The following has been included in the fourth line after the words "application fee of Rs. Two Lakh" in terms of Notification published on 29.07.2008 in the Gazette of India .

“for the Government Colleges (under Central Government and State Governments) and Rs. 4.00 Lakhs for private sector medical colleges/institutions”

3. QUALIFYING CRITERIA:

The medical college/institution shall qualify for opening a New or Higher Course of Study or training (including a post-graduate Course of Study or Training) in the medical colleges/institutions if the following conditions are fulfilled:

1. (1) The medical college/institution must be recognized by the Medical Council of India for running Bachelor of Medicine and Bachelor of Surgery/Post graduate course;

The above Clause has been substituted with the following in terms of Notification published on 23.09.2009 in the Gazette of India .

“The Medical college/institution must be recognized by the Medical Council of India for running Bachelor of Medicine and Bachelor of Surgery/Postgraduate Course; however, the Medical College/Institute which is not yet recognized by the Medical Council of India for the award of MBBS Degree may apply for starting of a Postgraduate Course in pre-clinical and para-clinical subjects of Anatomy, Physiology, Biochemistry, Pharmacology, Pathology, Microbiology, Forensic Medicine and Community Medicine at the time of third renewal – i.e. along with the admission of fourth batch for the MBBS Course”;

- (2) The Central Government may exempt any such existing/proposed non-teaching specialist institution or autonomous body owned or managed by the Central Government / State Government from fulfilling the criteria specified in sub-clause (1).
2. The permission letter regarding desirability and feasibility for opening a new or higher course in the medical college/institution has been obtained by the applicant from the respective State Government or the Union Territory administration.
3. Letter of University's permission for starting these courses in the existing medical college/institution has been obtained by the medical college/institution from the University to which it is affiliated.

The above Clauses “3.2 and 3.3” have been substituted with the following in terms of Notification published on 29.12.2009 in the Gazette of India:-

“3.2 That Essentiality Certificate in the prescribed format regarding no objection of the State Government/Union Territory administration for opening of New or Higher Course of Study or Training (Including Post Graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (Including a Post Graduate Course of Study or Training) in the medical college/institution and availability of the adequate clinical material as per the Council Regulations have been obtained by the applicant from the concerned State Government/Union Territory administration, as the case may be.

The following shall be deleted against point 2 of the qualifying criteria as indicated therein, in terms of Notification dated 03.11.2010.

“The permission letter regarding desirability and feasibility for opening a new or higher course in the medical college/institution has been obtained by the applicant from the respective State Government or the Union Territory administration”.

3.3 The Consent of Affiliation in the prescribed format with respect to opening of New or Higher Course of Study or Training (including Post Graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (Including a Post Graduate Course of Study or Training) has been obtained by the medical college/institution from the University to which it is affiliated.”

Vide amendment dated 6th April 2010, The proforma of essentiality certificate and consent of affiliation to be submitted by the applicant institutes have been prescribed as under

“(A) ESSENTIALITY CERTIFICATE

No.
Government of _____
Department of Health & Family Welfare
Dated, the.....

To

The

(applicant),

Course : _____

Sir,

The desired certificate is as follows:

(1) It is certified that the _____ is recognized
(name of institute)
u/s 11(2) of the IMC Act, 1956 for _____ seats.

OR

For Subjects of Anatomy, Physiology, Biochemistry, Pharmacology, Forensic Medicine & Community Medicine only as per Section 8(1) of Postgraduate Medical Education Regulations, 2000 amended.

(1) It is certified that the _____ is permitted u/s 10A of IMC Act, 1956 in the year _____ and the last letter of renewal of permission was given by the Govt. of India in the year _____.

(2) No. of institutions already existing in the State :

(3) No. of institutions offering _____ course :
(name of course)

(4) No. of seats available in the _____ course in the State:
(name of course)

(5) Full justification for instituting the _____ course:
(name of course)

The (Name of the institute) _____ has applied for opening the course of _____. On careful consideration of the proposal, the Government of _____ has decided to issue an essentiality certificate to the applicant for the opening/ increase of seats in the above said course with _____ (no.) seats.

It is certified that:-

(a) It is desirable to open/increase of seats in the course of _____ in the public interest.

(b) Opening/increase of seats in the course of _____ at _____ by _____ (the name of institution) is feasible.

(c) The institution in the said department is having the following faculty:

#	Name of Teacher	Designation

- (d) *The institution in the said department is having _____ beds in _____ units and adequate clinical material as per the Medical Council of India norms is available.*

It is further certified that in case the applicant fails to create infrastructure for the course as per MCI norms and fresh admissions are stopped by the Central Government, the State Government shall take over the responsibility of the students already admitted in the above said course at this college with the permission of the Central Government.

Yours faithfully,

(SIGNATURE OF THE COMPETENT AUTHORITY)

(B) CONSENT OF AFFILIATION

FORM -3

No.

University of

Place.....

Dated.....

CONSENT OF AFFILIATION

On the basis of the report of the Local Inquiry Committee, the University of has agreed in principle, to affiliate the proposed course of _____ to be opened at by the (Name of the college) subject to grant of permission by the Government of India, Ministry of Health and Family Welfare, New Delhi under/Section 10(A) of the Indian Medical Council Act, 1956 (102 of 1956)."

4. That the medical college/institution has a feasible and time bound programme to provide additional equipment and infrastructural facilities like the number of staff, space, funds, equipment and teaching beds etc, for starting these higher courses as laid down in the Medical Council of India Regulations.

The above sub-clause 4 of clause 3 under the heading "qualifying criteria" in part I , shall be deleted in terms of Gazette Notification dated 06.07.2017.

5. (1) Selection of students for post-graduate courses shall be made strictly on the basis of academic merit and as laid down in the Post-graduate Medical Education Regulations;

- (2) The nomenclature of post-graduate degree or diploma and super-speciality courses and teacher-student ratio shall be as laid down in the Post-graduate Medical Education Regulations.
6. The medical college/institution provides a bank guarantee in favour of the Medical Council of India from a Scheduled Commercial Bank for providing additional infrastructural facilities for each discipline as follows:

PG degree - Rs. 85 lakhs

PG diploma - Rs. 64 lakhs

Higher Specialities - Rs. 128 lakhs

Exception : The above condition shall not apply to,- [Not in Booklet]

- (1) Medical colleges / institutions who are governed by the State Governments provided that they shall give an undertaking to provide funds in their Plan Budget regularly till facilities are fully provided as per the time bound programme indicated by them;
- (2) Opening a new or higher course of study or training (including a post-graduate course of study or training) in the subjects of Anatomy, Physiology, Biochemistry, Biophysics, Pharmacology, Microbiology, Forensic Medicine, Community Medicine/Preventive & Social Medicine, Sports Medicine, Hospital Administration, Health Administration, Marine Medicine, Nutrition, Physical Medicine and Rehabilitation, and Aviation Medicine;
- (3) Opening a Diploma course where the Bank guarantee in respect of the post graduate degree course has been furnished by the medical college / institution; and
- (4) Opening a Diploma course in the subject where the post- graduate course on the same subject has already been recognised by the Council.

4. REGISTRATION OF APPLICATION:

Incomplete applications will be returned by the Ministry of Health and Family Welfare to the medical college / institution along with enclosures and application fee stating the deficiencies in such applications.

Applications found complete in all respects shall be registered by the Ministry of Health and Family Welfare and forwarded to the Council **within 30 days from the date of receipt of it** for evaluation and recommendations. Acceptance of the applications shall only signify the acceptance of the application for evaluation. It shall, however, under no circumstances, mean approval of the application for grant of permission. The period of one year prescribed under the Indian Medical Council Act, 1956(102 of 1956) for

processing of an application for opening a new or higher courses of study or training (including post-graduate course of study or training) shall commence from the date of registration of the applications by the Ministry of Health and Family Welfare.

Note: In above clause, “within 30 days from the date of receipt of it” shall be substituted by “as per latest time schedule”

5. PRESCRIBED PERIOD:

In computing the time limit specified above, the time taken by the authorities and institutions submitting the Scheme in furnishing any information or clarification or additional documents called for by the Council or by the Central Government shall be excluded.

6. EVALUATION BY MEDICAL COUNCIL OF INDIA

The Council shall evaluate the application to accept the desirability and prima facie feasibility for opening a new or higher courses of study or training (including a post-graduate course of study or training) at the existing medical college/institution and the capability of medical college/institution to provide the necessary resources and infrastructure for the Scheme.

While evaluating the application, the Council may seek further information, clarification or additional documents from the medical college/institution as considered necessary and shall carry out a physical inspection to verify the information; clarification or addition documents supplied by the medical colleges/institutions. The dates for receipt of application and processing dates are given in the Schedule to these Regulations.

The 2nd Para of Clause 6 above has been substituted with the following in terms of Notification published on 29.12.2009 in the Gazette of India:-

“While evaluating the application, the Council may seek further information, clarification or additional documents from the applicant as considered necessary and shall carry out an inspection to ascertain and assess the facilities of teaching faculty, residents, clinical material, hostels and other infrastructure facilities vis-à-vis the minimum standard requirements for the number of students for which the college recognized for the award of MBBS Degree as per the Minimum Standard Requirements for the Medical College for 50/100/150 Regulations, 1999.

The Council shall process the application for starting of a Post Graduate Course or for increase of annual intake of Post Graduate courses only in case the

college meet with the facilities for teaching faculty, residents, clinical material, hostels and other infrastructure facilities as required under the Regulations for the respective number of students for which the college is recognized for the award of MBBS degree and then shall carry out the physical inspection to verify the information, clarification, additional documents supplied by the medical college teaching faculty, residents, clinical material and instrumentation and other infrastructure facilities in the concerned department in which the Post Graduate Course is proposed to be established or increase of seats in the concerned Post Graduate Course is proposed.

The dates of receipt of application for increase in admission capacity in Post Graduate Courses and processing dates are given in the schedule. The dates of receipt of application and processing of applications in respect of application and processing of applications in respect of increase of seats in MBBS Course shall be as per the Schedule included in the Establishment of Medical College Regulations, 1999."

7. GRANT OF PERMISSION:

The Central Government on the recommendations of the Council, may issue a Letter of Intent for opening a new or higher course of study in the medical college/institution with such conditions or modifications in the original proposal as may be considered necessary. The formal permission will be granted after the above conditions and modifications are accepted and the performance bank guarantee for required sums are furnished by the medical college/institution and after consulting the Council.

APPENDIX - I

FORMAT OF APPLICATION FOR PERMISSION OF THE CENTRAL GOVERNMENT FOR OPENING A NEW OR HIGHER COURSE OF STUDY OR TRAINING (INCLUDING A POST GRADUATE COURSE OF STUDY OR TRAINING) IN A MEDICAL COLLEGE/INSTITUTION.

PARTICULARS OF THE APPLICANT:

APPLICATION FOR OPENING MD/MS/Diploma/DM/M.Ch. COURSE -----

1. NAME OF THE APPLICANT (IN BLOCK LETTERS)
2. ADDRESS (IN BLOCK LETTERS)
3. REGISTERED OFFICE
(NO., STREET, CITY, PIN CODES, TELEPHONE, TELEX, TELEFAX)
4. CONSTITUTION (UNIVERSITY/STATE GOVERNMENT/UNION TERRITORY/, AUTONOMOUS BODY, SOCIETY/TRUST)
5. REGISTRATION/INCORPORATION (NUMBER AND DATE)
6. NAME OF AFFILIATING UNIVERSITY
7. NO. OF SEATS APPROVED AND DATE OF RECOGNITION BY MCI

**SIGNATURE OF APPLICANT
NAME AND DESIGNATION OF
MEDICAL COLLEGE**

LIST OF ENCLOSURES

1. Attested copy of the Essentiality Certificate issued by the respective State Government/Union Territory Administration on the prescribed proforma.
2. Attested copy of the Consent of Affiliation issued by a recognised University.
3. Authorization letter addressed to the Bankers of the Applicant authorizing the Central Government/Medical Council of India to make independent enquiries regarding the financial track record of the medical college/institution.
4. Attested copy of the letter from Medical Council of India approving recognition of the college/institution, if already approved by Medical Council of India.

Note: All the copies shall be attested by any gazetted officer.

PART II

SCHEME FOR PERMISSION OF THE CENTRAL GOVERNMENT TO INCREASE THE ADMISSION CAPACITY IN ANY COURSE OF STUDY OR TRAINING (INCLUDING POST GRADUATE COURSE OF STUDY OR TRAINING) IN THE EXISTING MEDICAL COLLEGES/INSTITUTIONS.

1. INSTRUCTIONS TO THE MEDICAL COLLEGE/INSTITUTION:-

For increasing the number of seats in the MBBS, Post-graduate Diploma Degree/Higher Specialty courses, the medical college/institution should conform to the regulations prescribed by the Council. They should apply to the Central Government for this permission along with the permission of State Government, affiliation granted by an University recognized under University Grants Commission Act or State Act or Central Act and in conformity with the Medical Council of India Regulations, along with documentary evidence to show the additional financial allocation, provision for additional space and equipment and other infrastructural facilities and provision for recruitment of additional staff as per the Council norms.

2. SUBMISSION OF APPLICATION/APPLICATION FEE:-

The application (Appendix II) under this scheme shall be submitted by registered post to the Secretary (Health), Ministry of Health and Family Welfare, Government of India, Nirman Bhavan, Maulana Azad Road, New Delhi – 110 011 along with the information and non-refundable application fee of Two Lakh rupees in the form of demand draft in favour of “Medical Council of India” and payable at Delhi. This fee is for registration, fee for technical scrutiny and contingent expenditure and for carrying out of physical inspection for the purpose.

The following has been added in the fourth line after the words “application fee of Rs. Two Lakh” in terms of Notification published on 29.07.2008 in the Gazette of India:-

“for the Government Colleges (under Central Government and State Governments) and Rs. 4.00 Lakhs for private sector medical colleges/institutions”

3. QUALIFYING CRITERIA:-

The medical college/institution shall qualify to apply for increasing the number of admission in MBBS/PG Diploma/Degree/Higher Specialty Course in the existing medical college /institution if the following conditions are fulfilled:-

1. (1) The Medical College/Institution is recognized by the Medical Council of India for running MBBS/PG Diploma/PG Degree/Higher Speciality Courses;

The above Clause has been substituted with the following in terms of Notification published on 29.12.2009 in the Gazette of India:-

“The medical college/institution must be recognized by the Medical Council of India for running Bachelor of Medicine and Bachelor of Surgery/Post Graduate Course; however, the medical college/institute which is not yet recognized by the Medical Council of India for the award of MBBS degree may apply for increase of intake in Post Graduate Courses in pre-clinical and para-clinical subjects of Anatomy, Physiology, Biochemistry, Pharmacology, Pathology, Microbiology, Forensic Medicine & Community Medicine at the time of 4th renewal i.e. along with the admission of 5th Batch for the MBBS Course”.

The above Clause has been further substituted with the following in terms of Notification published on 02.05.2016 in the Gazette of India:-

“For any increase in the annual intake capacity for admission to MBBS course, only those medical college/institution are eligible to apply whose medical degree is a recognized medical qualification under section 11(2) of the Indian Medical Council Act, 1956 for that particular intake capacity/increased intake capacity for which Letter of Permission was granted by the Central Government; however, the medical college/institute which is not yet recognized under section 11(2) of the IMC Act, 1956 for the award of MBBS degree may apply for increase of intake in Postgraduate courses in pre-clinical and para-clinical subjects of Anatomy, Physiology, Biochemistry, Pharmacology, Pathology, Microbiology, Forensic Medicine & Community Medicine at the time of 4th Renewal, i.e. along with the admission of 5th batch for the MBBS course”

Or

- (2) Medical College/Institution has received the formal permission of the Central Government under section 10A of the Indian Medical Council Act, 1956 (102 of 1956) and has started the post-graduate course in which the increase in admission capacity is sought.
2. The permission letter regarding desirability and feasibility of having an increase of seats in the existing medical college/institution for aforesaid Courses has been obtained by the applicant from the respective State Government or the Union Territory Administration.
3. Letter of University’s permission for increasing the admission capacity in any course of study or training (including a postgraduate course of study

or training) in seats in the existing medical college/institution has been obtained by the medical college/institution from the university to which it is affiliated.

The above Clauses "3.2 and 3.3" have been substituted with the following in terms of Notification published on 29.12.2009 in the Gazette of India:-

"3.2 That the Essentiality Certificate in the prescribed format regarding no objection of the State Government/Union Territory administration for opening of New or Higher Course of Study or Training (Including Post Graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (Including a Post Graduate Course of Study or Training) in the medical college/institution and availability of the adequate clinical material as per the Council Regulations have been obtained by the applicant from the concerned State Government/Union Territory administration, as the case may be.

The above point no.3.2 of the Qualifying Criteria of "(A) Part II Scheme for permission of the Central Government to increase the admission capacity in any course of study or training (including Postgraduate course of Study or Training) in the existing medical colleges/institutions" shall be deleted" in terms of Notification dated 24.10.2016 published in the Gazette of India.

3.3 That Consent of Affiliation in the prescribed format with respect to opening of New or Higher Course of Study or Training (Including Post Graduate Course of Study or Training) and Increase of Admission Capacity in any Course of Study or Training (Including a Post Graduate Course of Study or Training) has been obtained by the Medical College/institution from the University to which it is affiliated."

4. That the medical college/institution has a feasible and time bound programme to provide additional equipment and infrastructural facilities like the number of staff, space, funds, equipment and teaching beds etc, for increased numbers as laid down in the Medical Council of India Regulations.

The above sub-clause 4 of clause 3 under the heading "qualifying criteria" in part II , shall be deleted in terms of Gazette Notification dated 06.07.2017.

5. The ratio of teaching staff and students shall be as laid down in the Medical Council of India Regulations on Minimum Standard Requirements for the Medical College for 50/100/150 Admissions in a medical college for Bachelor of Medicine and Bachelor of Surgery (MBBS)

and the Post-graduate Medical Education Regulations for post-graduate admissions.

6. That the maximum number of admissions in MBBS course shall not exceed 150 annually.

The above Clause has been substituted with the following in terms of Notification published on 09.12.2009 in the Gazette of India:-

“The maximum number of admission in MBBS course shall not exceed 250 annually provided that the eligibility criteria fixing the upper ceiling of annual intake to 200/250 admissions annually shall be as under:-

A. For Annual intake capacity of 200

- (i) Number of teaching beds not less than 1250 with the standing of not less than 15 years.***
- (ii) OPD strength per day not less than 2000.***
- (iii) Bed occupancy average not less than 80%.***
- (iv) The hospital must be unitary.***

B. For Annual intake capacity of 250

- (i) Number of teaching beds not less than 1500 with the standing of not less than 15 years.***
- (ii) OPD strength per day not less than 3000.***
- (iii) Bed occupancy average not less than 80%.***
- (iv) The hospital must be unitary.”***

The above Clause 6 as amended vide notification dated 9.12.2009 shall be substituted as under, in terms of Notification dated 17.09.2010.

“6. The maximum number of admissions in MBBS course shall not exceed 250 annually provided that the eligibility criteria for fixing upper ceiling of annual intake to 200/250 admissions annually shall be as under:-

(a) For annual intake capacity of 200

- (i) Number of teaching beds not less than 900 with standing of not less than 10 years.***
- (ii) OPD strength per day not less than 2000***
- (iii) Bed occupancy : Average not less than 75%***
- (iv) The hospital must be unitary.***

(b) For annual intake capacity of 250

- (i) Number of teaching beds not less than 1100 with standing of not less than 10 years.***
- (ii) OPD strength per day not less than 3000***

- (iii) Bed occupancy : Average not less than 75%*
- (iv) The hospital must be unitary.*

The following shall be added in terms of Gazette Notification dated 16.04.2010 as substituted vide notification dated 09/12/2009: -

“The Essentiality Certificate shall be submitted by the Applicant Institute in the following proforma: -

“ESSENTIALITY CERTIFICATE FOR INTAKE OF 200/250 SEATS

No.

Government of _____

Department of Health & Family Welfare

Dated, the.....

To

The

(applicant),

Course : _____

Sir,

The desired certificate is as follows:

*(1) It is certified that the _____ is recognized
u/s*

(name of institute)

u/s 11(2) of the IMC Act, 1956 for _____ seats in MBBS course

(2) No. of institutions already existing in the State :

(3) No. of institutions offering MBBS course :

(4) No. of seats available in the MBBS course in the State:

(5) Full justification for increasing the intake of MBBS course:

The (Name of the institute) _____ has applied for increasing the annual intake of MBBS course to 200/250 seats. On careful consideration of the proposal, the Government of _____ has decided to issue an essentiality certificate to the applicant for increasing the annual intake in MBBS course to 200/250 seats.

It is certified that:-

- (a) It is desirable to increase the annual intake in MBBS course to 200/250 seats in the public interest.*
- (b) Increasing the annual intake in MBBS course to 200/250 seats by _____ (the name of institution) is feasible.*
- (c) The institute has _____ number of teaching beds with the standing of _____ years.*
- (d) The average OPD strength per day is _____.*
- (e) The average bed occupancy is _____%.*
- (f) The affiliated teaching hospital is unitary in character.*
- (g) The number of teaching beds, average OPD strength and average bed occupancy available at _____ (name of institute) is not less than the criteria prescribed under the “Opening of a New or Higher Course of Study or Training (including Postgraduate course of Study or Training) and increase of Admission Capacity in any course of Study or Training (including a Postgraduate Course of Study or Training) Regulation, 2000” as notified in the Gazette of India vide Notification dated 9th December, 2009.*

It is further certified that in case the applicant fails to create infrastructure for the course as per MCI norms and fresh admissions are stopped by the Central Government, the State Government shall take over the responsibility of the students already admitted in the above said course at this college with the permission of the Central Government.

In terms of Gazette Notification dated 03.11.2010, clause 6 as amended vide notification dated 9.12.2009 shall be substituted as under:-

“6. The maximum number of admissions in MBBS course shall not exceed 250 annually provided that the eligibility criteria for fixing upper ceiling of annual intake to 200/250 admissions annually shall be as under:-

(a) For annual intake capacity of 200

- (i) Number of teaching beds not less than 900 with standing of not less than 10 years.*
- (ii) OPD strength per day not less than 2000*
- (iii) Bed occupancy : Average not less than 75%*
- (iv) The hospital must be unitary.*

(b) For annual intake capacity of 250

- (i) *Number of teaching beds not less than 1100 with standing of not less than 10 years.*
- (ii) *OPD strength per day not less than 3000*
- (iii) *Bed occupancy : Average not less than 75%*
- (iv) *The hospital must be unitary.*

7. That the medical college/institution provides a bank guarantee in favour of Medical Council of India from a schedule Commercial bank for providing additional infrastructural facilities as follows:-

Bachelor of Medicine	-	upto 25 seats	- Rs.50 lakhs
And bachelor of Surgery (MBBS)	-	upto 50 seats	- Rs.100 lakhs
Postgraduate Diploma per seat	-	Rs.3 lakhs	
Postgraduate Degree per seat	-	Rs.5 lakhs	
Higher Specialities per seat	-	Rs.10 lakhs	

- (1) Medical colleges/ institutions who are governed by the State Government provided that they shall give an undertaking to provide funds in their Plan Budget regularly till facilities are fully provided as per the time bound programme indicated by them;
- (2) Courses in the subjects of Anatomy, Physiology, Biochemistry, Community Medicine/Preventive & Social Medicine, Sport Medicine, Hospital Administration, Health Administration, Marine Medicine, Nutrition, Physical Medicine and Rehabilitation, Aviation Medicine;
- (3) To the Diploma where bank guarantee in respect of the post-graduate degree course has been furnished by an institution in the same subject.
- (4) For specialities where the post-graduate degree is already recognized by the Council and institution now wishes to increase admission capacity in Diploma course in the same subject.

4. **REGISTRATION OF APPLICATION:-**

Incomplete application will be returned to the medical college/institution by the Ministry of Health and Family Welfare along with the enclosures and application fee.

Application found complete in all respects will be registered by the Ministry of Health and Family Welfare and forwarded to Council **within 30 days from the date of receiving it all** for evaluation and recommendations. Acceptance of the application will only signify the acceptance of application for evaluation. It will, however, under no circumstances mean approval of the application for grant of permission.

Note: In above clause, “within 30 days from the date of receipt of it” shall be substituted by “as per latest time schedule”

5. PRESCRIBED PERIOD:-

In computing the time limit specified above, the time taken by the authorities and institution submitting the scheme in furnishing any information or clarification or additional documents called for by the Council or by the Central Government shall be excluded.

6. EVALUATION BY MEDICAL COUNCIL OF INDIA:-

The Council shall evaluate the application to accept the desirability and prima facie feasibility for increasing the admission capacity at the existing medical college/institution and the capability of the medical college/institution to provide the necessary resources and infrastructure for the scheme.

While evaluating the application, the Council may seek further information, clarification or additional documents from the applicant as considered necessary and shall carry out a physical inspection to verify the information, clarification or additional documents supplied by the medical college. The dates of receipt of application for increase in admission capacity in postgraduate courses and processing dates are given in the schedule. The dates of receipt of application and processing of applications in respect of increase of seats in MBBS course shall be as per the schedule included in the Establishment of Medical College Regulations, 1999.

7. GRANT OF PERMISSION:-

The Central Government on the recommendations of the Council may issue a Letter of Intent to increase the admission capacity of the courses with such conditions or modifications in the original proposal as may be considered necessary. This Letter of Intent shall include a clear statement of preliminary requirements to be met. The formal permission will be granted after the above conditions and modifications are accepted and the bank guarantee for the required sums are furnished by the medical college/institution after consulting the Council.

APPENDIX - II

FORMAT OF APPLICATION FOR PERMISSION OF THE CENTRAL GOVERNMENT TO INCREASE THE ADMISSION CAPACITY IN MEDICAL COLLEGES/INSTITUTIONS.

APPLICATION FOR INCREASE IN ADMISSION CAPACITY MBBS / M.D. / M.S. / DIPLOMA/D.M./M.Ch./ COURSE_____ (Specify the name of the Course)

PARTICULARS OF THE APPLICANT

1. NAME OF THE APPLICANT
(IN BLOCK LETTERS)
2. ADDRESS
(IN BLOCK LETTERS)
3. REGISTERED OFFICE
(NO., STREET, CITY, PIN CODES,
TELEPHONE, TELEX, TELEFAX)
4. CONSTITUTION (STATE GOVERNMENT /UNION TERRITORY
ADMINISTRATION /UNIVERSITY/AUTONOMOUS BODY,
SOCIETY/TRUST)
5. REGISTRATION/INCORPORATION
(NUMBER AND DATE)
6. NAME OF AFFILIATING UNIVERSITY
7. NO. OF SEATS APPROVED AND DATE
OF RECOGNITION BY MEDICAL COUNCIL OF INDIA.

SIGNATURE OF APPLICANT
NAME AND DESIGNATION OF
MEDICAL COLLEGE.

LIST OF ENCLOSURES

1. Attested copy of the Essentiality Certificate issued by the respective State Government/Union Territory Administration on the prescribed proforma.
2. Attested copy of the Consent of Affiliation issued by a recognised University.

3. Authorization letter addressed to the Bankers of the Applicant authorizing the Central Government/Medical Council of India to make independent enquiries regarding the financial track record of the applicant.
4. Attested copy of the letter from Medical Council of India approving recognition of the college/institution, if any.

Note: All the copies shall be attested by any gazetted officer.

SCHEDULE

SCHEDULE FOR RECEIPT OF THE APPLICATIONS FOR OPENING OR TO INCREASE THE ADMISSION CAPACITY IN RESPECT OF POSTGRADUATE MEDICAL COURSES AND ITS PROCESSING BY THE CENTRAL GOVERNMENT AND MEDICAL COUNCIL OF INDIA.

Sl.No.	State of Processing	Dates
1.	Receipt of applications by the Central Government	1 st January to 31 st January
2.	Forwarding of applications by Central Government to Medical Council of India for technical scrutiny.	1 st to 28 th February
3.	Medical Council of India to communicate its recommendations to Central Government for issue of Letter of Intent	1 st March to 31 st May
4.	Issue of Letter of Intent by Central Government.	Between 1 st June to 30 th June
5.	Applicant institution to send its reply to Central Government requesting for Letter of Permission.	Between 1 st July to 31 st July
6.	Receipt of Letter from Central Government by Medical Council of India for consideration for issue of Letter of Permission.	Between 1-16 th August
7.	Recommendation of Medical Council of India to Central Government for issue of Letter of Permission.	17 th August to 30 th November
8.	Issue of Letter of Permission by Central Government.	Between 1 st Dec., 31 st December

Note:

- (1) In case the Letter of Permission is issued by the Central Government before 30th June of a particular year, the said Letter of Permission shall be effective for the admissions to be made in that academic year. Any Letter of Permission issued by the Central Government after 1st July shall be effective for the admissions to be made in the next Academic Session.
- (2) For the purpose of this schedule "Academic Year" means the period from 1st January to 31st January.

The above Schedule has been substituted with the following in terms of Notification published on 22.03.2005 in the Gazette of India:-

“

Sl.No.	State of Processing	Dates
1.	Receipt of applications by the Central Government	1 st May to 30 th June
2.	Forwarding of applications by Central Government to MCI for technical scrutiny.	Up to 31 st July
3.	Forwarding of recommendations of MCI which are for grant of only Letter of Intent.	Up to 15 th September
4.	Issue of Letter of Intent by Central Government.	Up to 15 th October
5.	Applicant institution to send its reply to Central Government requesting for Letter of Permission.	Up to 15 th November
6.	Receipt of Letter from Central Government by the MCI for consideration for issue of Letter of Permission.	Up to 30 th November
7.	Recommendation of MCI to Central Government for issue of Letter of Permission.	1 st January to 28/29 th February
8.	Issue of Letter of Permission by Central Government.	Up to 31 st March

Note:

- (1) In respect of Super specialty courses as the commencement of academic session is from 1st of August, the last dates indicated against the various stages of processing above shall be extendable by three and a half months and accordingly the last date for issue of Letter of Permission by the Central Government shall be 15th July.
- (2) The postgraduate diploma/degree seats and the super-specialty seats for which permission is granted by the Government respectively up to 31st March and 15th July of any particular year shall only stand included in the seat matrix for admission of students in respect of the academic session commencing in that year.”

- (3) *The applications received in the months of May-June in any particular year shall be considered for grant of permission for the academic session commencing in the succeeding year.*

The above Schedule has further been substituted with the following in terms of Notification published on 11.01.2010 in the Gazette of India:-

“SI.No.	State of Processing	Time Schedule
1.	<i>Receipt of applications by the Central Government</i>	<i>1st April to 30th April</i>
2.	<i>Forwarding of applications by Central Government to Medical Council of India for technical scrutiny.</i>	<i>Up to 31st May</i>
3.	<i>Recommendation of Medical Council of India to Central Government for issue of Letter of Permission.</i>	<i>Up to 31st January</i>
4.	<i>Issue of Letter of Permission by Central Government.</i>	<i>Up to 28th February</i>

Note:

- (1) *In respect of Superspecialty courses as the commencement of academic session is from 1st of August, the last dates indicated against the various stages of processing above shall be extendable by three and a half months and accordingly the last date for issue of Letter of Permission by the Central Government shall be 15th June.*
- (2) *The postgraduate diploma/degree seats and the super-specialty seats for which permission is granted by the Government respectively up to 28th February and 15th June of any particular year shall only stand included in the seat matrix for admission of students in respect of the academic session commencing in that year.*
- (3) *The applications received in the months of April only in any particular year shall be considered for grant of permission for the academic session commencing in the succeeding year.”*

The above Schedule has been substituted with the following in terms of Notification published on 14.01.2016 in the Gazette of India:-

TIME SCHEDULE FOR RECEIPT OF APPLICATIONS FOR OPENING OF POSTGRADUATE (BROAD SPECIALITY) COURSES/ INCREASE OF ADMISSION CAPACITY AND PROCESSING OF THE APPLICATIONS BY THE CENTRAL GOVERNMENT AND MEDICAL COUNCIL OF INDIA.

S.No.	Stage of processing	Last Date
1.	Receipt of applications by the Central Government	Between 15 th March to 7 th April (both days inclusive of any year)
2.	Forwarding application by the Central Government to Medical Council of India.	By 15 th April
3.	Technical Scrutiny, assessment and recommendations for Letter of Permission by the Medical Council of India.	By 30 th September
4.	Receipt of reply/compliance from the applicant by the Central Government and for personal hearing thereto, if any, and forwarding of compliance by the Central Govt. to the Medical Council of India.	Two months from receipt of recommendation from MCI but not beyond 15 th November
5.	Final recommendations for the Letter of Permission by the Medical Council of India.	By 31 st January
6.	Issue of Letter of Permission by the Central Government.	By 28 th February

TIME SCHEDULE FOR RECEIPT OF APPLICATIONS FOR OPENING OF POSTGRADUATE (SUPER SPECIALITY) COURSES/ INCREASE OF ADMISSION CAPACITY AND PROCESSING OF THE APPLICATIONS BY THE CENTRAL GOVERNMENT AND MEDICAL COUNCIL OF INDIA.

S.No.	Stage of processing	Last Date
1.	Receipt of applications by the Central Government	Between 1 st August to 21 st August (both days inclusive) of any year
2.	Forwarding application by the Central Government to Medical Council of India.	By 31 st August
3.	Technical Scrutiny, assessment and recommendations for Letter of Permission by the Medical Council of India.	By 31 st December
4.	Receipt of reply/ compliance from the applicant by the central Government and for personal hearing thereto, if any, and forwarding of compliance by the Central Govt. to the Medical Council of India.	By 15 th February
5.	Final recommendations for the Letter of Permission by the Medical Council of India.	By 30 th April
6.	Issue of Letter of Permission by the Central Government.	By 31 st May

The following SCHEDULE has been inserted as under:

TIME SCHEDULE FOR RECEIPT OF APPLICATIONS FOR INCREASE OF ADMISSION CAPACITY IN M.B.B.S. COURSE/RENEWAL OF PERMISSION FOR INCREASE OF SEATS AND PROCESSING OF THE APPLICATIONS BY THE CENTRAL GOVERNMENT AND THE MEDICAL COUNCIL OF INDIA.

S. No.	Stage of processing	Last Date
1.	Receipt of applications by the Central Government.	Between 15 th June to 7 th July (both days inclusive) of any year
2.	Forwarding application by the Central Government to Medical Council of India.	By 15 th July.
3.	Technical Scrutiny, assessment and Recommendations for Letter of Permission by the Medical Council of India.	By 15 th December
4.	Receipt of reply/compliance from the applicant by the Central Government and for personal hearing thereto, if any and forwarding of compliance by the Central Govt. to the Medical Council of India.	Two months from receipt of recommendation from MCI but not beyond 31 st January.
5.	Final recommendations for the letter of permission by the Medical Council of India.	By 30 th April
6.	Issue of Letter of Permission by the Central Government.	By 31 st May

Note:- In case of renewal of permission, the applicants shall submit the application to the Medical Council of India by 15th July.

**in terms of Notification published on 14.01.2016 in the Gazette of India*