



# **MBBS PROSPECTUS 2023-2024**

## **ESIC MEDICAL COLLEGE & HOSPITAL**

**K.K. NAGAR, CHENNAI – 600 078**

*(AFFILIATED TO THE T.N. DR MGR MEDICAL UNIVERSITY)*

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**Under the administrative control of**

**Employees' State Insurance Corporation**  
(A Statutory Body under Ministry of Labour and Employment, Govt. of India)  
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## **SECTION - I**

### **INTRODUCTION**

The promulgation of Employees' State Insurance (ESI) Act, 1948 envisaged an integrated need based social insurance scheme that would protect the interest of workers in contingencies such as sickness, maternity, temporary or permanent physical disablement and death due to employment injury resulting in loss of wages or earning capacity. The Act also guarantees reasonably good medical care to workers and their immediate dependents.

Following the promulgation of the ESI Act, the Central Govt. set up the Employees State Insurance Corporation (ESIC) to administer the Scheme. Under the Act, ESIC provides comprehensive health care to all Insured persons and their families as one of the insurance related benefit. To administer this comprehensive medical care there is huge infrastructure comprising of 159 hospitals including arrangements with other Institutions for provision of super specialty care. There was a felt need to upgrade the medical facilities in ESI medical institutions all over the country so as to improve the service, provide best medical care and to have in house super specialty services. With this objective of improving the quality of care provision, need was felt to constantly improve the medical competencies of its human resource. As a first step in realization of this vision, ESIC decided to set up ESI Post Graduate Institutes for Medical Sciences & Research (ESI-PGIMSR) at their hospitals at K.K.Nagar (Chennai)-Tamilnadu, Coimbatore (Chennai)-Tamil Nadu, Faridabad- Haryana, Gulburga-Karnataka, Bangalore-Karnataka, Kollam-Kerala, Sanath Nagar- Hyderabad, Joka-Kolkata, Andheri(E)-Mumbai, MGM-Parel- Mumbai, Basaidarapur- Delhi. This initiative marks the beginning of its venture into the field of medical education with the setting up of Medical Colleges, Dental colleges and Nursing schools all over India, to follow.

## SECTION - II

### VISION, OBJECTIVES & MISSION

- To provide adequate medical professionals to run the scheme through medical manpower trained through its own Medical Education institutions.
- To improve the competencies of its existing medical human resource rendering comprehensive medical care to its clients
- To improve the quality of comprehensive medical care rendered to its clients thereby increasing client satisfaction
- To attain self-sufficiency in Post Graduate education by bringing together in one place, educational activities of the highest order in all important branches of health care activities
- To impart spirit of inquiry and scientific temperament among faculty and students through research oriented activities.
- To Enhancing the “social” dimension of care, by striving to provide super specialty treatment to insured persons by our own institutions.
- To constantly display sensitivity and respond to changing educational, social and community demands



## **SECTION – III**

### **ESIC Medical College & Hospital, KK Nagar, Chennai**

ESI Hospital, KK Nagar, Chennai, established under the State Government was inaugurated in 1971. After taking over the Hospital by ESIC in 1991, continuous endeavours were made to up-grade and modernize the facilities. As a result of these concerted efforts, ESIC Hospital, KK Nagar has now become a 1000 bedded Hospital having state-of-the-art medical infrastructure, modern high tech equipments along with highly trained medical manpower. The Hospital is centrally situated in Chennai, at KK Nagar with easy accessibility and connectivity for its patients. It is an ISO: 9001-2008 certified institution providing high quality comprehensive health care services to the insured persons. To further augment the quality of care for its insured persons, an ESI Post Graduate Institute of Medical Sciences and Research (PGIMSR) has been established from the academic year 2011-12 with the aim to provide post- graduate teaching and training in various disciplines. The institute has been converted into a Medical College and is also conducting MBBS course from the Academic Year 2013-14. MBBS Degree (100 seats) has been recognized by Medical Council of India vide Letter No: MCI-34(41)(RG-17)/2017-Med/145604 dated 12.11.2018. The number of MBBS seats has been increased to 150 ( 100 + 25 EWS+ 25 increased) seats by National Medical Commission vide Letter No. NMC Letter No.NMC/UGI/2023-24/000041/013432 dated 20.03.2023 & Letter No. NMC Letter No.NMC/UGI/2023-24/000041/038585 dated 26.06.2023 for the Academic Year 2023-2024.



## **SECTION IV**

### **ADMISSION POLICY**

#### **For MBBS course**

**Total – 150 seats**

- 1) 15 % All India Quota – 23 seats
- 2) 20 % Ward of Insured Persons Quota – 30 seats
- 3) 65 % State Quota – 97 seats

#### **Eligibility**

As per National Medical Commission guidelines - based on NEET Rank only

#### **Duration of course**

- (1) MBBS Degree Course : 4 ½ Years + 1 Year Internship

#### **Emoluments**

No emoluments for Under Graduate students till they complete the course, during Internship they will be eligible for Stipend as per instructions issued by ESIC, Headquarters from time to time.

#### **Leave**

All Candidates shall be entitled for leave as per the provisions of The T.N. Dr. M.G.R. Medical University from time to time.



## **SECTION V**

### **DISCIPLINE WITH SEATS**

**MBBS UG Seats – 150 seats**

## **SECTION VI**

### **FEE STRUCTURE**

#### **For MBBS Students:-**

(i)	Tuition Fee	Rs. 24,000/- per year for wards of Insured Persons. Rs.1,00,000/- per year for others (State Quota and All India Quota candidates)
(ii)	University fee	Actual as per University
(iii)	College Caution Deposit	Rs. 5,000/- (per annum) (Refundable)
(iv)	Hostel charges	Rs.10,000/- (per annum - Subject to revision)
(v)	Hostel Caution Deposit	Rs.10,000/- (Refundable)
(vi)	Mess charges	As per actuals

**Note:** As the MBBS Course is 4½ years Course, the tuition fee to be charged for the final year will be half of the Annual Tuition Fee.

- THROUGH SB COLLECT under “OTHER PAYMENTS” category. Amount should be consolidated sum of both Tuition Fees and College Caution Deposit. Steps for Online Fee Payment through SB Collect Portal is enclosed with this prospectus as Annexure - 4
- Fees should be paid by Demand Draft in favor of “ESI FUND A/C NO.1” payable at Chennai. (Two Separate Demand Drafts should be drawn for Tuition Fees & College Security Deposit)
- GST 18% wherever applicable

The various fee given in the preceding paragraphs are provisional and may be revised as per directions issued by ESIC Headquarters and as per Affiliating University The T.N. Dr.M.G.R. Medical University.

## **SECTION - VII**

### **BOND FOR ALL CANDIDATES**

#### **MBBS Course:-**

All the MBBS students shall be required to furnish a Bond to serve the ESI Corporation / ESI Scheme for a period of 1 year anywhere in India subject to the terms and conditions mentioned in ESIC Headquarters office Letter No. L-11/12/3/2014/DC-Rohini/MEC(PF) dated 30.03.2021 and Letter No. L-11/12/3/2018/Corp.Cell/MEC (PF) dated 28.07.2020 or as decided by the Corporation from time to time. The format of the Bond is available as Annexure -1.

## **SECTION – VIII**

### **SUBMISSION OF BANK GUARANTEE AS PART OF BOND FOR MBBS CANDIDATES**

All the MBBS students shall have the option to

- (i). furnish Bank Guarantee \*\* amounting to Rs. 5,00,000/- (Rupees Five lakh only) 1 month before completion of internship, for a period of 14 months in favour of the Dean of the ESIC Institution in lieu of the amount, and original documents of the student would be retained by the Corporation pending the submission of Bank Guarantee.

**OR**

- (ii) not furnish Bank Guarantee, as above, when original documents would be retained by ESIC till Bond conditions are met with, i.e. completion of service under bond or payment in lieu. The total obligation amount would not exceed Rs.5,00,000/- (Five lakh only) at any stage.

In the event of Student rescinding on the bond conditions, the Bank Guarantee would be encashed by ESIC.

## **SECTION IX**

### **ANTI-RAGGING POLICY**

#### **Introduction**

ESIC Medical College & Hospital is committed to maintain ragging free atmosphere within and outside of its campus. The candidate who join Post Graduate degree courses should not indulge in any kind of agitation/strike/ragging activity inside/outside the college campus during the course of study. The candidates found to take part in any such activities mentioned above will be expelled from the course/ college at any part of the course of study and legal proceedings / criminal action will be initiated against them as per directions issued by the Hon'ble Supreme Court of India/University Grant Commission/Ministry of Human Resource Development, Government of India from time to time.

#### *WHAT IS RAGGING?*

“Ragging” includes the following:

Any conduct whether by words spoken or written or by an act which has the effect of harassing, teasing, treating or handling with rudeness any other student, indulging in rowdy or undisciplined activities which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student.

#### *A) Administrative action in the event of ragging:*

Depending upon the nature and gravity of the offence as established by the Anti-Ragging Committee of the institution, the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/withdrawing scholarship/ fellowship and other benefits
- iii. Debarring from appearing in any test/ examination or other evaluation Process.
- iv. Withholding results
- v. Debarring from representing the institution in any regional, national or international meet, tournament,
- vi. Youth festival, etc.
- vii. Suspension/ expulsion from the hostel
- viii. Cancellation of admission.

- ix. Rustication from the institution for period ranging from 1 to 4 semesters
- x. Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.
- xi. Fine of Rs. 25,000/- and Rs. 1 lakh.
- xii. Collective punishment: When the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment.

The “UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009” & “THE MEDICAL COUNCIL OF INDIA (PREVENTION AND PROHIBITION OF RAGGING IN MEDICAL COLLEGES/INSTITUTIONS) REGULATIONS 2009” have been adopted by the University and are applicable to the students of the University. The full text of the Regulations is reproduced (ANNEXURE.8) for information and strict adherence by the students:- UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009 (Under Section 26 (1) (g) of the University Grants Commission Act, 1956).

### **UNDERTAKING**

It is mandatory as per the Hon. Supreme Court & UGC/MHRD regulations that all students fill in an Anti-Ragging Undertaking, each year.

**Undertaking can be filled online at: [www.amanmovement.org](http://www.amanmovement.org) (OR) [www.antiragging.in](http://www.antiragging.in).**



## **SECTION X**

### **List of Annexures**

1. ADMISSION PROCEDURE FOR MBBS COURSE IN ESIC EDUCATIONAL INSTITUTIONS
2. ABOND PROFORMA FOR UG
3. CHECKLIST OF DOCUMENTS TO BE SUBMITTED
4. ESIC RESIDENCY SCHEME FOR UG PASS-OUTS
5. FORMAT FOR MEDICAL CERTIFICATE FOR ADMINISTRATION OF HEPATITIS B- ANTI INFECTION
6. STEPS FOR ONLINE FEE PAYMENT THROUGH SB COLLECT PORTAL
7. PROFORMA FOR SCHEDULED CASTE AND SCHEDULED TRIBE CERTIFICATE
8. PROFORMA FOR OTHER BACKWARD CLASS (OBC) CERTIFICATE
9. PROFORMA FOR ECONOMICALLY WEAKER SECTIONS (EWS)



## ANNEXURE – 1

### **Admission procedure for undergraduate courses (MBBS and BDS) in ESIC Educational institutions** shall be as follows:

1. **All India Quota:** ‘All India Quota’ will be 15% of total available seats in each of its Medical Institutions, Or, All India Quota will be as per the prevailing Central Government’s [i.e. Ministry of H & FW] directives for the said quota, from time to time. It will be filled up as per policy, including reservation policy, and procedures of the Central Government.

2. **State Government Quota:** Based on the location of the ESI’s Medical Education Institution, a ‘State Government Quota’ will be as per the policy of respective States applicable to un-aided non-minority Institutions, or in the absence thereof, as may be mutually agreed to, between the respective State Government and the ESI Corporation from time to time. The Admissions to these seats will be made according to the policy, including reservation policy, and procedures of the State Government concerned, and these seats will be filled up accordingly.

3. **Seats allocated for wards of insured persons (IPs):** The remaining seats after allocation to All India Quota and the State Govt. Quota shall be treated as ‘Seats allocated for wards of insured persons (IPs)’. It shall comprise of seats ‘pooled’ together on All India basis from various ESIC Medical / Dental Colleges, as the case may be. The seats shall be allotted to the ‘Wards of Insured Persons’ (IPs) on All India basis and shall be filled-up through merit cum preference basis, following due process specified below or as may be specified by ESIC from time to time.

4. **Methodology for filling up of ‘Seats allocated for wards of insured persons (IPs)’:** Available seats of ‘Seats allocated for wards of insured persons (IPs)’ in various States will be pooled on ‘All India Basis’ and allotted, among the wards of Insured persons (IPs). The ‘guiding principles’ for filling up of ‘Seats allocated for wards of insured persons (IPs)’ will be as under:-

4.1 The ‘Seats allocated for wards of insured persons (IPs)’ will be filled through merit cum preference basis.

4.2 Reservation policy of the Central Government will be followed, within the ‘Seats allocated for wards of insured persons (IPs)’ enumerated above.

4.3 Candidates seeking admission under ‘Seats allocated for wards of insured persons (IPs)’ will have to fulfill the following eligibility criteria:

4.3.1 Minimum eligibility criteria for admission will be as per MCC/ NTA / NEET / NMC / DCI regulations

4.3.2 Submit 'Ward of Insured Person certificate' issued by Competent / designated Authority for the purpose by ESIC.

4.4 Prospective / desirous and eligible candidates will be required to appear in an All India competitive examinations in force or any other similar equivalent approved Central entrance test as may be specified from time to time by ESIC.

4.5 After qualifying in such Centralized test, candidates have to respond to the advertisement by the ESIC and, apply for admission under the 'Seats allocated for wards of insured persons (IPs)'.

4.6 Merit list would be prepared based on the All India rank of eligible applicants in the specified test / merit list for the year, consistent with the reservation policy of the Central Government for preparation of category-wise inter-se merit.

4.7 Candidates will be allotted the seats, based on their merit cum preference of Institution and category, through a centralized counseling for the 'Seats allocated for wards of insured persons (IPs)'

4.8 **Mop-up Counseling** – Mop-up counseling would be conducted as per feasibility. Seats falling vacant / remaining unfilled / leftover, due to any reason, would be offered to balance candidates as per the guidelines of the counseling Authority.

5. **Unfilled / left over seats, if any**, after conclusion of all counseling will be surrendered to the respective State Government for inclusion in the State Government Quota, to be filled up as per policy, including reservation policy, and procedures of the State Government in a manner so as to comply with the laid down time schedule for completion of admission process.

6. **Fee structure Stipulation:** Fee structure (Tuition fee & other approved fee) in ESIC Education Institutions will be as per approval by ESIC from time to time. **There will be no capitation fee or profiteering in any form.**

7. **Execution of Bond for Service:** All Candidates seeking admission to any ESIC Education Institution will have to execute a bond for ₹5 lakh, to serve any ESIC / ESI Scheme (ESIS institution run by State Government) for a period of 01 year or as may be specified, from time to time. Further, the candidate would have the option to (i) furnish Bank Guarantee amounting to ₹5 lakh, 1 month before completion of internship, for a period of 14 months in lieu of the amount and original documents of the student would be retained by the Corporation pending the submission of Bank Guarantee; OR (ii) not furnish Bank Guarantee, as above, when original documents would be retained by ESIC till Bond conditions are met with, i.e. completion of service under bond or payment in lieu. Period of rural service, if any, as per policy of the Central or State Government, will be inclusive in the one-year period of the bond.

8. **Insured person:** For availing the benefit of MBBS / BDS seats for his / her wards shall be as defined under Section (2), subsection (14) of the ESI Act, 1948', as **on the last day of the contribution period immediately preceding the date of notification for NEET-UG for the relevant year.** Definition under Section (2), subsection (14) of the ESI Act, 1948 is reproduced as under;

**‘Insured person’ means a person who is or was an employee in respect of whom contributions are or were payable under this Act and who is by reason thereof, entitled to any of the benefits provided under this Act”.**

9. **‘Ward of Insured Person’** will be children / child of an Insured person who are / is eligible for benefit under the ESI Act as on **the last date of submission of application form for NEET- UG for the relevant year.**

**Note:** The critical date for determining age of the Ward of the IP as per Section 2(11) (iii) of the ESI Act, 1948, for the benefit of admission to MBBS / BDS course under Insured Person Quota, would be last date of submission of application form for NEET- UG for the relevant year.

10. Regional Director / Other Officer / Authority / Committee under ESIC as may be specified by ESIC from time to time shall be the Competent Authority to issue the “Ward of Insured Person” certificate. The specified Competent Authority of ESIC will issue the certificate.

11. Methodology for filling up of ‘Seats allocated for wards of insured persons (IPs)’ for 2023-24: (Ref. Para [4] of Annexure - 1) – Candidates will be allotted seats, based on their ‘merit cum preference of Institution, through a centralized ‘on-line’ counseling to be conducted by Directorate General of Health Services (DGHS) for the ‘Seats allocated for wards of insured persons (IPs)’ as per schedule provided on their website [www.mcc.nic.in](http://www.mcc.nic.in). Candidates are advised to visit the ESIC ([www.esic.gov.in](http://www.esic.gov.in)) and DGHS ([www.mcc.nic.in](http://www.mcc.nic.in)) website regularly for further details.

12. The application for Hostel Facility (boys/girls) will be accepted by the institution, only during the Admission and in the month of May/December every year.

**13. Mechanism for filling up of ‘Seats allocated for wards of insured persons (IPs):**

13.1 Available seats for ‘Seats allocated for wards of insured persons (IPs)’ in various States will be pooled on ‘All India Basis’ and allotted, amongst the wards of Insured persons (IPs).

13.2 The ‘guiding principles’ for filling up of ‘Seats allocated for wards of insured persons (IPs)’ will be as under: -

13.2.1 Reservation policy of Central Government for SC / ST / OBC / PH / EWS etc. will be followed for allotment of seats.

13.2.2 Candidates seeking admission under ‘Seats allocated for wards of insured persons (IPs)’ will have to fulfill the following eligibility criteria:-

a) Minimum eligibility criteria for admission will be as per MCC/NTA/NEET/NMC/DCI regulations.

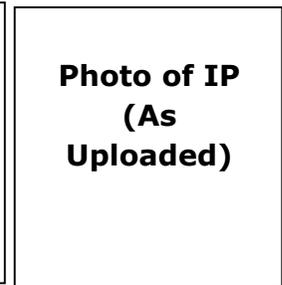
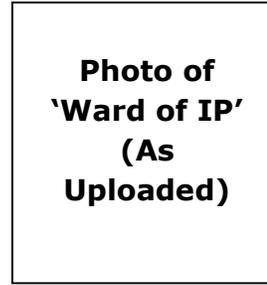
b) Applicant must have a valid ‘Ward of Insured Person Certificate’, issued by ESIC. [**Annexure – 1 (A)**]; or **Annexure – 1 (B)** for PDB (Permanent Disability Benefit) / DB (Dependent Benefit) cases.] and Filled in Affidavits (by Female Ward of IP candidates only) as in **Annexure – 1 (C) & Annexure – 1 (D)**.

c) Applicants are advised to refer to the websites of the affiliating Universities: -

**WARD of IP CERTIFICATE’ (2023-24)**

Certificate No.....

NEET Roll No. ....



**(To be issued on OFFICIAL LETTERHEAD)**

**‘Ward of Insured Person’ (IP) – CERTIFICATE**

**1.** \*This is to certify that \_\_\_\_\_ Son /Daughter/Ward of Shri/Smt. \_\_\_\_\_ Insurance No: \_\_\_\_\_ is ‘Ward of Insured person’ as per records; and satisfies the eligibility criteria as in the Admission Policy (2023-24) for admission to MBBS/ BDS course under ‘Seats allocated for wards of insured persons (IPs)’ in ESIC Medical/ Dental Colleges and some other Govt. Medical Colleges.

**2.** This certificate is being issued on the basis of Verification of records by Shri/Smt. \_\_\_\_\_ (designation) \_\_\_\_\_ at Regional/SRO Office \_\_\_\_\_ for eligibility under “Seats allocated for wards of insured persons(IPs)’ for admission to Undergraduate course, i.e. MBBS/BDS in ESIC Medical/ Dental Colleges and some other Govt. Medical Colleges for the Academic Session 2023-2024.

**DATE:**

**REGIONAL DIRECTOR /SRO I/c**

**PLACE:**

**(Duly stamped)**

ANNEXURE – 1(B)

**WARD of IP CERTIFICATE’ (2023-24)**

Certificate No.....

NEET Roll No. ....

<b>Photo of ‘Ward of IP’ (As Uploaded)</b>	<b>Photo of IP (As Uploaded)</b>
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**(To be issued on OFFICIAL LETTERHEAD)**

**‘Ward of Insured Person’ (IP) – CERTIFICATE for (Delete whatever is not applicable)**

**i. Ward of IPs in receipt of Dependents’ Benefit**

**OR**

**ii. IPs in receipt of PDB for**

**1.** \*This is to certify that \_\_\_\_\_ Son /Daughter/Ward of **Late** Shri/Smt. \_\_\_\_\_ Insurance No: \_\_\_\_\_ is in receipt of Dependents’ Benefit and is eligible ‘Ward of IP’ for the benefit of admissions under ‘Insured persons’ Quota’ to MBBS course in ESIC Medical College.

**OR**

**2.** \*Shri/Smt. \_\_\_\_\_ Insurance No: \_\_\_\_\_ is in receipt of Permanent Disablement Benefit (PDB) w.e.f. \_\_\_\_\_. His / Her ward; Name \_\_\_\_\_ satisfies the eligibility criteria as in the Admission Policy (2023-24) for admission to MBBS course under ‘Insured persons’ Quota’ in ESIC Medical College.

**\*Strike out (1) or (2) as applicable**

**3.** This certificate is being issued on the basis of Verification of records by Shri/Smt.

\_\_\_\_\_ (designation) \_\_\_\_\_ at

Regional/SRO Office \_\_\_\_\_ for eligibility under “Insured Persons Quota” for admission to Undergraduate course, i.e. MBBS in ESIC Medical College for the Academic Session 2023-24.

**DATE:**

**PLACE:**

**REGIONAL DIRECTOR /SRO I/c**

**(Duly stamped)**

**ANNEXURE – 1(C)**

**AFFIDAVIT (By Female Candidate only)**

1. That deponent Ms....., age .....years, is the Daughter of Shri/Smt.....
2. Shri/Smt..... is employed with the factory / establishment, viz..... covered under ESI Act vide Code No.....
3. The father/mother of the deponent is beneficiary under the ESI Act having Insurance No. ....
4. The deponent is unmarried and wholly dependent on the earnings of Insured Person.
5. The deponent hereby declares that aforesaid facts are correct on the basis of the record and if the aforesaid declaration is found to be incorrect and contrary to the records, the admission sought shall be declared illegal and liable to be cancelled.
6. The deponent further declares that if the information submitted by the deponent is found to be incorrect the deponent would be liable to be prosecuted in accordance with law.

**DEPONENT**

**VERIFICATION:**

I swear by this Affidavit that the contents of my above affidavit are true and correct to my knowledge and belief. No part of it is false and nothing relevant has been concealed therein.

Verified at ..... on this .....day of....., 2023.

**DEPONENT**

[To be duly Notarized]

**ANNEXURE – 1(D)**

**AFFIDAVIT**

**(By IP – only in case of female candidate)**

1. That deponent is an employee with the factory/establishment, viz..... covered under ESI Act vide Code No... The deponent is a beneficiary under ESI Act. having Insurance, No.....
2. The deponent has got Daughter (Name:.....),.years of age.
3. The Daughter (Name :.....) of the deponent is unmarried and wholly dependent on the earnings of Insured Person.
4. The deponent hereby declares that aforesaid facts are correct on the basis of the record and if the aforesaid declaration are found to be incorrect and contrary to the records, the admission sought shall be declared illegal and liable to be cancelled.
5. The deponent further declares that if the information submitted with the deponent is found to be incorrect the deponent would be liable to be prosecuted and face the consequential action which the ESI Corporation may deem fit and proper.

**DEPONENT**

**VERIFICATION**

I swear by this Affidavit that the contents of my above affidavit are true and correct to my knowledge and belief. No part of it is false and nothing relevant has been concealed therein.

Verified at ..... on this.....day of..... 2023.

**DEPONENT**

[To be duly Notarized]

**ANNEXURE - 2**

FORMAT OF BOND

(FOR UG -MEDICAL/ DENTAL STUDENTS)

**(To be executed on Stamp Paper of value as applicable under Stamp Duty Act.  
Duly Notarized)**

KNOW ALL MEN BY THESE PRESENTS THAT We (1) (Mr./Mrs./Ms.) (herein-after called the Bounden) son/daughter/wife of \_\_\_\_\_ residing at \_\_\_\_\_ (Residential Address.....) and (2) Shri /Smt. (hereinafter called 'the Surety/Sureties) son/daughter/wife of \_\_\_\_\_ residing at (Here enter address) \_\_\_\_\_ do hereby bind ourselves and each of us & our respective heirs, executors & administrators jointly and severally to pay to the Employees' State Insurance Corporation (hereinafter referred to as 'the Corporations on demand the total amount of Rs 5,00,000 (Rupees Five Lakh only) with interest @ 12<sup>0</sup>/o towards failure to fulfill the obligation/ for violation of the condition here-in-after mentioned. The bounden and sureties **shall have option to (i). furnish Bank Guarantee \*\* amounting to Rs. 5,00,000/- (Rupees Five lakh only) 1 month before completion of internship, for a period of 14 months in favour of the Dean of the ESIC Institution in lieu of the amount, and original documents of the student would be retained by the Corporation pending the submission of Bank Guarantee; OR (ii) not furnish Bank Guarantee, as above, when original documents would be retained by ESIC till Bond conditions are met with, i.e. completion of service under bond or payment in lieu.**

The total obligation amount would not exceed Rs.05 lakh at any stage.

Signed this ..... Day of .....in the year..... by the bounden (Mr./Mrs./Ms.)..... and Surety/Sureties Shri / Smt.....

In the present of Witness\*

1. Signature  
(Name & Address with official seal

1. Signature of SURETY/SURETIES  
(Name & Address\*\*; Photo ID No.)

2. Signature  
(Name & Address)

2. Signature of SURETY/SURETIES  
(Name & Address\*\*; Photo ID No.)

\*\*The provision of Bank Guarantee is subject to final outcome in various Writ Petitions pending in the Hon'ble High Courts.

WHEREAS the Bounden (Mr./Mrs./Ms.) ..... has been selected to undergo.....(here enter the name of the course of study) on the basis of merit Central/State/Stake Holder in ESIC Medical Education Institution (Name of the Institution) \_\_\_\_\_ for a period of \_\_\_\_\_ (duration of Course).

AND WHEREAS the Corporation have agreed to incur the expenses on condition that after successful completion of the course of study the bounden shall serve any of the institution, of the Corporation or of ESI Scheme of the State Government, as the case may be, for a period of one year anywhere in India and also subject to the terms and conditions hereinafter appearing and the bounden and the surety/sureties have agreed to the same.

NOW the condition of the above written obligation is that in the event the Bounden discontinues the study or after completion of the MBBS/BDS Course of study to which he/she was selected, fails to serve the Corporation for period of one year, the Corporation shall (i) have the right to invoke the Bank Guarantee so furnished by the Bounden and sureties; **OR (ii) retain original documents till Bond amount is paid in lieu.**

The bond is legally binding on the bounden and the sureties. The above written obligation shall be void and of no effect in event of (i) invocation of Bank Guarantee **OR (ii) payment of Bond amount;** otherwise this shall remain in full force and effect.

PROVIDED further that the bounden and the surety/sureties do hereby agree that all sums found due to the Corporation under or by virtue of this bond shall be recovered jointly and severally from them and their properties movable and immovable as if such dues were arrears of land revenue under the provisions of the Revenue Recovery Act for the time being in force or in such other manner as the Corporation may deem fit.

PROVIDED further that during the tenure of study the Bounden shall be paid stipend in the internship year as per guidelines of Ministry of Health & Family Welfare, Got, or as decided by the Corporation from time to time.

Signed this ..... Day of .....in the year..... by the bounden (Mr./Mrs./Ms.)..... and Surety/Sureties Shri / Smt.....

In the present of Witness\*

1. Signature  
(Name & Address with official seal)

1. Signature of SURETY/SURETIES  
(Name & Address\*\*, Photo ID No.)

2. Signature  
(Name & Address)

2. Signature of SURETY/SURETIES  
(Name & Address\*\*, Photo ID No.)

..3..

Provided further that it is not necessary for the Corporation to sue the bond holder before taking action on the surety/sureties, under this bond and the liabilities of the surety/sureties is Co- extensive with that of the Bounden and shall not be affected by the Corporation giving time or any other indigence to the bounden or by the Corporation varying of the terms and conditions herein contained.

Signed this ..... Day of .....in the year..... by the bounden (Mr./Mrs./Ms.)..... and Surety/Sureties Shri / Smt.....

In the present of Witness\*

1. Signature  
(Name & Address with official seal)

1. Signature of SURETY/SURETIES  
(Name & Address\*\*; Photo ID No.)

2. Signature  
(Name & Address)

2. Signature of SURETY/SURETIES  
(Name & Address\*\*; Photo ID No.)

\*Dean/Administrative office of ESIC Medical College & Hospital will sign as witness

\*\*Proof of Residential Address of Bounden and surety is to be obtained.

**ANNEXURE - 3**

**Checklist of documents to be submitted**

**UNDER GRADUATE COURSE:-** (All digital certificates should be a signature verified)

1. Allotment Order ( All India / State / ESIC-IP Quota)
2. NEET Examination Hall Ticket
3. NEET Examination Mark sheet/Rank letter/Score card
4. Transfer Certificate
5. SSC/10<sup>th</sup> std mark sheet (date of birth) / Birth Certificate
6. Higher Secondary Certificate (+1&+2)/ CBSC Pass Certificate & +2 mark sheet/  
AISCE pass certificate & +2 mark sheet
7. Community Certificate - both Central and State Government Format (Annexure 6 or Annexure 7 whichever is applicable for central govt. format)
8. Income Certificate
9. Migration Certificate (other than those who have passed + 2 exam conducted by Govt. of Tamilnadu)
10. Eligibility Certificate (other than those who have passed +2 exam conducted by Govt. of Tamilnadu)
11. Nativity Certificate  
(as per TN Government State MBBS Counseling Prospectus – Govt. Quota)
12. Certificate on administration of Hepatitis B Vaccination.
13. Students passport size photograph 8 copies
14. Copies of Pan Card/ID proof and Address Proof of Bounden and surety who signing the bond. Originals to be shown at the time of signing the bond.
15. Printed bond in hundred rupees stamp paper  
(bond to be signed in front of college authorities)
16. Original and copy of Aadhar card of student & Parents and surety signing the bond.
17. Copies of 2 sets of all the original certificates including allotment order
18. DD / Original Receipt of Payment of fees through SB collect
19. Filled in affidavits for IP Quota female candidate
20. IP (Pehchan) card original/copy for IP Quota
21. Ward of IP Certificate for IP quota (original and copy)
22. CD contains the soft copy of all the above mentioned certificates in original (color scan pdf format) back to back, if applicable, along with recent Passport Size Photo with name (100-200 KB), Signature (10 to 20 KB) & Thumb Impression of both hands in Jpg/Jpeg format.
23. Plastic Folder to keep all original certificates
24. Provisional Certification of Covid-19 Vaccination

**ANNEXURE - 4**

**ESIC RESIDENCY SCHEME FOR UG PASS-OUTS**

Candidates seeking admission in ESIC Medical College & Hospital, K.K.Nagar, Chennai should execute ESIC Bond for compulsory service after Completion of UG course.

<b>PARAMETER</b>	<b>ESIC RESIDENCY SCHEME</b>
<b>1. Nomenclature</b>	: <b>ESIC Junior Resident (UG) (ESIC-JR) – Non Teaching</b>
<b>2. Method of Selection</b>	:Deployment as ESIC JRs (Non-teaching at ESIS/ESIC institutions for compulsory service to fulfill obligation under Bond, after completion of UG course from ESIC Medical/Dental Colleges, including State Government run medical Colleges where admission have been given under ‘Insured Persons Quota’.
<b>3. Tenure</b>	:One (1) year as ESIC-JR and applicable in the manner as detailed in letter No.L-11/12/3/2018/ Corp.Cell/ MEC (PF) dated 28.07.2020.
<b>4. Nature of service</b>	:Compulsory Service under bond in ESIC/ESIC Institutions.
<b>5. Pay Structure</b>	:Initial Basic Pay Rs.56,100/- in level 10 (7 <sup>th</sup> CPC) when posted to ESIC institutions (Pay structure for ESIC-Jr’s similar to the scale for JR under Central Residency Scheme).
<b>6. Allowances Admissible</b>	:DA, NPA, HRA, TA
<b>7. LTC</b>	:Not Entitled.
<b>8. Leave Entitlement</b>	:2 ½ (two and half) days leave per month (working). NO leave can be availed in advance. No encashment for accumulated leave.
<b>Maternity leave</b>	Allowed to avail maternity Leave up to 26 weeks subject to the condition that the bond duration would be extended to the extent of period of Maternity Leave availed.
<b>9. Accommodation</b>	:Accommodation as per entitlement similar for IMO Gr-II, subject to availability. In even of unavailability, the ESIC-JR will be paid HRA.
<b>10. Duties and Responsibilities</b>	:Duties and responsibilities of the ESIC-JRs will be fixed by the Competent Authority from time-to-time. They will be required to perform such work as may be needed in the legitimate interest of patient care in ESI health system (ESIS/ESIC) including Hospital and dispensaries anywhere in India.
<b>11. Hours of Work</b>	:Consistent with duties and responsibilities of IMO Gr-II in Hospitals and Dispensaries in ESIS/ESIC health system.
<b>12. Transfer</b>	:ESIC_JRs are liable to be transferred anywhere in India under ESI Systems (ESIS/ESIC).

ANNEXURE – 5

**FORMAT FOR MEDICAL CERTIFICATE FOR ADMINISTRATION OF  
HEPATITIS B ANTI INFECTION INJECTION**

I Dr..... Registration No.....  
certify that I have this ..... day of ..... administered the  
Hepatitis B – Anti infection injection to the candidate who particulars are given below.

1. Name of the Candidate
2. Father's/Guardian name
3. Sex
4. Age
5. Identification marks: 1.  
2.
6. Dose I/II/III

Signature of the applicant

Signature of the Medical Officer Name:

Designation: Office Seal:

Place: Date:

**ANNEXURE – 6**

**STEPS FOR ONLINE FEE PAYMENT THROUGH SB COLLECT PORTAL:**

1. Visit URL <https://www.onlinesbi.com/sbcollect/icollecthome.htm>. Read & Accept the terms and conditions to proceed for payment
2. Select *State & Type of Corporate / Institution* as “Tamilnadu” & “Educational Institutions” respectively. Select “ESIC MEDICAL COLLEGE & HOSPITAL” in the *Educational Institution Name* and Submit to select category.
3. Select *Payment Category* as “OTHER PAYMENTS” and enter the required details to complete the payment. Select *COURSE TYPE* as “UG” Enter *PURPOSE OF PAYMENT* as “UG Tuition Fees AY 2023-24”. (Amount should be consolidated sum of fees i.e. Tuition Fees, College Caution Deposit, Hostel Caution Deposit (if applicable) and Hostel Fee ( if applicable))
4. In respect of First Year MBBS Students admitted during the Academic Year 2023-24, the concerned students are directed to enter their NEET Roll No. in the field of University Registration No.
5. Payment may be made as per students’ convenient payment options provided (Transaction / Service Charges applicable as per Bank Norms).
6. Generated e-Receipt should be saved at the student’s end for reference and Hard copy should be submitted during admission.

ANNEXURE – 7

**PROFORMA FOR SCHEDULED CASTE AND SCHEDULED TRIBE CERTIFICATE**

Form of certificate as prescribed in M.H.A., O.M., No. 42/21/49-N.G.S. dated the 28.1.1952, as revised in Dept. of Per- & A.R. letter No. 36012/6/76-Est. (S.CT), dated the 29.10.1977, to be produced by candidate belonging to a Scheduled Caste or a Scheduled Tribe in support of his/her claim.

**CASTE CERTIFICATE**

This is to certify that Shri/Smt./Kum.\* -----son/daughter\* of -----  
----- of village/town\* ..... in district/Division\* ..... of the  
State/Union Territory\* -----belongs to the -----Caste/Tribe which is  
recognized as a Scheduled Caste/Scheduled Tribe\*under:

- The Constitution (Scheduled Caste) Order, 1950
  - The Constitution (Scheduled Tribe) Order, 1950
  - The Constitution (Scheduled Caste) (Union Territories) Order, 1951
  - The Constitution (Scheduled Tribe) (Union Territories) Order, 1951
- % 1. ( as amended by the Scheduled Caste and Scheduled Tribe Lists (Modification) order, 1956, the Bombay Re-organization Act, 1960, the Punjab Re- organization Act, 1966, the State of Himachal Pradesh Act, 1970 the North Eastern Areas (Re-organization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act, 1976).
- The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.
  - The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
  - The Constitution (Dadra and Nagar Haveli) Scheduled Caste Order, 1962.
  - The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962.
  - The Constitution (Pondicherry) Scheduled Caste Order, 1964
  - The Constitution (Uttar Pradesh) Scheduled Tribes, Order, 1967.
  - The Constitution (Goa, Daman & Diu) Scheduled Caste Order, 1968.
  - The Constitution (Goa, Daman & Diu) Scheduled Tribes, Order, 1968.
  - The Constitution (Nagaland) Scheduled Tribes Order, 1970.
  - The Constitution (Sikkim) Scheduled Caste Order, 1978.
  - The Constitution (Sikkim) Scheduled Tribes Order, 1978.

% 2. Applicable in the case of Scheduled Caste/Schedule Tribe persons who have migrated from one State/Union Territory Administration:

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribe\* certificate issued to Shri/Smt\* -----father/mother of Shri/Smt/Kum\*-----  
----- of village/town\* ..... in District/Division\* .....  
of the State/Union Territory\*-----who belongs to the -----  
caste/tribe which is recognized as a Scheduled Caste/Scheduled Tribe\* in the State/Union  
Territory\* -----issued by the -----(name of prescribed authority) vide  
their No ..... date .....

% 3. Shri\*/Smt.\* /Kum\* ..... and/or his/her\* family ordinary reside (s) in village/town\* --  
-----of the State/Union Territory of -----

Place----- State/Union Territory Signature.....  
Date ----- (With seal of Office) \*\* Designation-----

\* Please delete the words which are not applicable.

• Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

\*\* Should be signed by the Authorities empowered to issue Scheduled Caste/Scheduled Tribe certificates as specified above.

**ANNEXURE – 8**

**PROFFORMA FOR OTHER BACKWARD CLASS (OBC) CERTIFICATE  
(CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASS APPLYING FOR  
ADMISSION TO CENTRAL EDUCATIONAL INSTITUTE (CEIs) UNDER THE GOVERNMENT  
OF INDIA)**

This is to certify that Shri/Smt./Kum./Dr. \_\_\_\_\_ Son/Daughter of  
Shri/Dr. \_\_\_\_\_ of Village/Town \_\_\_\_\_ District/Division \_\_\_\_\_  
in the \_\_\_\_\_ State belongs to the \_\_\_\_\_ Community which is  
recognized as a backward class under:

- (i) Resolution No. 12012/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12012/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12012/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12012/96/94-BCC dated 09/03/96.
- (v) Resolution No. 12012/44/96-BCC dated 06/12/96 published in the Gazette of India Extraordinary part I Section I No. 120 dated 11/12/96.
- (vi) Resolution No. 12012/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12012/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12012/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12012/88/98-BCC dated 06/12/99 published in the Gazette of India Extraordinary part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12012/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary part I Section I No. 71 dated 04/04/2004.
- (xi) Resolution No. 12012/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/09/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12012/01/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12012/04/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12012/09/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary part I Section I No. 210 dated 16/01/2006.

Shri/Smt./Kum. \_\_\_\_\_ and/or his family ordinarily reside(s) in  
the \_\_\_\_\_ District/Division of \_\_\_\_\_ State.

This is also to certify that he/she does not belong to the persons/section (creamy layer) mentioned in Column 3 of the Scheduled to the Government of India. Department of Personnel & Training O.M. No. 36012/22/93-Estt. (SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt. (Res.) dated 09.03.2004 or the latest notification of the Government of India.

Dated:

District Magistrate/Competent Authority  
Seal

Note:

- (a) The Term Ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
  - (i) District Magistrate/Additional Magistrate/First Class Stipendiary Magistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate.)
  - (ii) Chief Presidency Magistrate/Additional Chief presidency Magistrate/Presidency magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar.
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.
- (c) The annual income/status of the parents of the applicant should be based on financial year ending March 31,2012.

**ANNEXURE – 9**

**PROFORMA FOR ECONOMICALLY WEAKER SECTIONS (EWS)**

Government of?.....  
(Name & Address of the authority issuing the certificate)

**INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

VALID FOR THE YEAR \_\_\_\_\_

This is to certify that Shri/Smt./Kumari \_\_\_\_\_ son/daughter/wife of \_\_\_\_\_ permanent resident of \_\_\_\_\_, Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District in the State/Union Territory \_\_\_\_\_ Pin Code \_\_\_\_\_ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income\* of his/her 'family'\*\*\* is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year \_\_\_\_\_ His/her family does not own or possess any of the following assets\*\*\* :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari \_\_\_\_\_ belongs to the \_\_\_\_\_ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Recent Passport size  
attested photograph of  
the applicant

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“Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

\*\*Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

\*\*\*Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.