

Information Brochure
Admission for CPS PG Diploma/Fellowship Courses
(2020)



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चेतावनी

कॉलेज ऑफ फिजिशियन्स अँड सर्जन्स ऑफ मुंबई ही शैक्षणिक संस्था प्रवेश अथवा परीक्षा प्रक्रियेमध्ये कुठल्याही अनैतिक अथवा अनधिकृत मार्गाचा वापर किंवा अधिकाराचा दुरुपयोग करत नाही. तसेच कुठल्याही व्यक्तीला किंवा एजन्सीला तसा अधिकार देत नाही. सर्व विद्यार्थी व पालक वर्गाला सूचित करण्यात येते की वरील गोष्टींची दखल घेऊन योग्य ती खबरदारी घ्यावी. कुठल्याही गैरव्यवहाराला कॉलेज ऑफ फिजिशियन्स अँड सर्जन्स ऑफ मुंबई जबाबदार राहणार नाही. प्रवेश परीक्षा प्रक्रिया व इतर माहिती संस्थेच्या एकमेव अधिकृत संकेतस्थळावर म्हणजेच www.cpsmumbai.org वर उपलब्ध आहे.

DISCLAIMER

College of Physicians and Surgeons of Mumbai neither do any unethical or malpractice in admission or examination nor authorized any individual or agency to deal with admissions / examinations. All students and their parents are warned to take note of this, CPS will not be responsible for dealing with such individual and/or agency. For information regarding admission procedure / any query, students and their parents are advised to visit official website www.cpsmumbai.org

Important dates

Start of online submission of application	04-09-2020
Last Date of online submission of application and fees	08-09-2020 (till 05.00pm)

Below Schedule only for the State of Maharashtra

Display of Provisional Merit List	08-09-2020 (after 09.00pm)
*Suggestions on Provisional Merit List	09-09-2020 (till 05.00pm)
Display of Revised Merit List	09-09-2020 (after 09.00pm)
Online Preference Forms	10-09-2020 to 12-09-2020 (till 05.00pm)
First selection round list	14-09-2020 (after 09.00pm)
Joining of 1 st selection round	Upto 18-09-2020 (till 05.00pm)
Second Selection Round List	20-09-2020 (after 09.00pm)
Joining of 2 nd selection round	Upto 23-09-2020 (till 05.00pm)

Note: Subsequent admission process shall be declared afterward.

*** Suggestions/Objections shall be valid supported with documentary proof and limited to candidate's own cause discrepancy. The objections not fulfilling these criteria shall not be entertained.**

Note: For the seats under Director of Health Services (DHS), please visit website of respective State (Public Health Department). Additional relevant document may be asked by respective State authorities to confirm the eligibility of the candidate, if required.

Please note: *Notwithstanding anything in above schedule it may be modified / altered, if necessary, and shall be displayed on the CPS official website. The modifications shall be binding.*

Candidates are strongly advised to visit official website of CPS, www.cpsmumbai.org for the latest updates regarding admission process regularly.

Caution notice

Unauthorized publication of this information brochure with its contents on any other website other than the official website of CPS www.cpsmumbai.org shall be liable for legal implications.

Admission for Post Graduate Diploma & Fellowship Courses of CPS (2020)

1. NODAL AUTHORITY:

Dr. Rajesh Darade (Registrar) and Dr. Naresh Alreja (Dy. Registrar) have been appointed by CPS Mumbai as the “Nodal Authority” (other than DHS-CPS admissions of Maharashtra State and Gujarat). These authorities shall supervise the admission process conducted through centralized common counselling.

2. PG SEATS:

The list of Institutions with seats shall be available online at the time of preference form filling.

3. ELIGIBILITY CRITERIA:

- 3.1 A candidate, who has passed final M.B.B.S., or equivalent, examination from a medical college recognized by the Medical Council of India.
- 3.2 A candidate who has completed one-year compulsory internship on or before 31/08/2020. Internship Completion Certificate from competent authority is mandatory.
- 3.3 A candidate should note that only NEET eligible candidate shall be considered for admission process of Central Counselling. If seats remain vacant, then the decision regarding the admission to non-eligible candidates/lowering the NEET score for eligibility shall be taken as per the directions of the Central Government/Respective State Government.
- 3.4 A candidate shall possess permanent registration certificate from State Medical Council of the respective state at the time of joining.
- 3.5 The “Foreign Medical Graduates” shall have successfully cleared the qualifying exam or eligibility test conducted by NBE, New Delhi.
- 3.6 In addition to above (3.1 to 3.5), a candidate desirous for PG seat in Maharashtra in an institute run by Government, Corporation or any local body, should have passed MBBS from any institution / University in Maharashtra. Candidates, who have passed MBBS from outside of Maharashtra, shall not be eligible for admission to Government institutions/ Corporation institutions or institutions run by local bodies in Maharashtra (aided institutions). However, if seats remain vacant after mop-up rounds, the remaining seats may be filled from amongst candidates who have passed his/her MBBS from the college outside Maharashtra.
- 3.7 Additional criteria for institutes in Dadra and Nagar Haveli (UT):
Total seats of Dadra and Nagar Haveli (UT) shall be divided as follows:
 - (a) 25% of the seats to the serving doctors in the UT who have served for more than 5 years.
 - (b) 25% of the seats shall be reserved for the doctors who have cleared MBBS from Dadra and Nagar Haveli (UT) reserve seats

(c) 50% of the seats shall be allocated to open category.

- 3.8 Reservation criteria, including the reservation for economically weaker section (PWF), is applicable to all the aided institutions as per the applicable laws/rules prevailing in the respective States/UT.

4. NON ELIGIBILITY CRITERIA :

- 4.1 The candidate who has not appeared/not eligible for respective PG NEET 2020 examination (read with 3.3).
- 4.2 Candidate who has not completed internship on or before 31-08-2020.
- 4.3 Candidate registered for any CPS PG course and has not completed the required posts or has not cleared the said examination.
- 4.4 Notwithstanding anything contained in this brochure, if competent authority finds any wrong information provided about any of the student's application/information or any matter, such candidate shall be made non-eligible after through enquiry.
- 4.5 The candidates who had been admitted to MD/MS/PG Diploma course will not be eligible for admission to CPS-PG-Admission 2020.
- 4.6 **If any NEET non eligible candidate applied for CPS-PG-Admission-2020, his/her application shall be disqualified and registration fees shall be forfeited.**
- 4.7 **Candidate should carefully read all instructions of eligibility. Competent authorities shall not be responsible for screening of candidate for his/her eligibility. CPS holds the right to cancel the registration of the candidate and / or take any legal action against, if he/she found to be non-eligible at any stage later on.**

5. ADMISSION PROCESS :

- 5.1 Candidate desirous for admission to CPS Diplomas/Fellowships need to register themselves online through official website of CPS www.cpsmumbai.org
- 5.2 Candidate is required to register himself/herself with valid mobile number and email-id to create online login account. All the correspondence shall be made on the mobile number and email-id registered at the time of registration.
- 5.3 After registration, the candidate can log in and fill in the online application form along with uploading of required documents and non-refundable registration fee of Rs. 15,000/-. The fees can be paid Online by using Debit Card/Credit Card/ Net Banking etc. **On submission of form, the candidate shall receive ten-digit application number (e.g. 202060001). The candidate is required to save / remember the ten-digit number, which shall be required for all further process.**
- 5.4 If a candidate is willing to apply for seats in more than one State, he / she needs to apply online (with applicable fees) for each State/UT separately (if other-wise eligible for multiple states). Separate application number shall be generated for each state.

- 5.5 If any of the information / submitted documents is found to be false / fabricated / fraudulent; the candidate shall be made ineligible for the admission process and such candidate shall be liable for appropriate action decided by competent authority.

6. Online Document verification

- 6.1 Candidate has to upload scan copy of original required documents online.
- 6.2 Online document uploading will be on the same website and on his/her user name and password.
- 6.3 CPS Office will do Online Verification of uploaded Documents. Candidate who has not uploaded required document will not be considered for Admission Process. Or will not be eligible for constitutional reservation.
- 6.4 If any candidate claiming reservation has not uploaded the require document, his/her claim for the reservation category shall be cancelled and the candidate shall be treated as open category candidate. In such event, if the candidate has secured less marks in PG NEET 2020 required for qualification from open category, such candidate shall be made ineligible for the admission process for recognised courses.
- 6.5 Document verification for the respective State shall be as per State/UT policy.
- 6.6 At any stage, if any of the information / submitted documents is found to be false / fabricated / fraudulent; the candidate shall be liable for appropriate action decided by competent authority.
- 6.7 Category Candidates who do not have Caste Validity Certificate at the time of Document Verification Process, will be considered as Open merit candidates subject to fulfilling eligibility.
- 6.8 VJ, NT-1, NT-2, NT-3, OBC, SBC, SEBC, EWS and PWD or any other category candidates who do not have Non Creamy Layer (valid up to 31/03/2020) at the time of Document Verification Process will be considered as Open Merit candidates subject to fulfilling eligibility.
- 6.9 Such category candidates without validity and / or NCL, who are considered as Open Merit candidate will be made eligible, if he/she is otherwise eligible for Open Category.
- 6.10 Applicants belonging to SBC: The person belonging to Special Backward Class (SBC) is to be considered as OBC candidate and such candidate will be required to produce Non- Creamy Layer Certificate.
- 6.11 **Admitting Institute or Medical College will verify the original documents and ascertain eligibility of the candidates as per the CPS-PG-Admission-2020 information brochure.**

7. MERIT LIST:

Provisional merit list shall be displayed on CPS official website for suggestion if any.

Suggestions received from candidates on the provisional merit list published on CPS official website shall be scrutinized and verified and thereafter revise merit list of NEET eligible candidates shall be displayed online on the official website of CPS. (If Required)

8. PREFERENCE FORM:

Candidate need to fill in online Preference form based on their preferences for particular Institute, subject and type of quota (Merit/Institutional). Strict schedule should be followed for online preference form filling. At the end of filling of preference form, candidate need to take a print out, sign it, scan it and upload it. Preference form once submitted shall be considered as final.

The institution codes, subject codes and code for Merit/Institutional quota will be provided at the time of filling of preference form.

- 8.1 If candidate does not give preference for a particular subject and institution, then it means that he/she is not interested in that subject and institution combination.
- 8.2 No change / addition / deletion in preference at a later stage will be allowed. i. e. **preference form once uploaded shall be final and irrevocable**. So candidates are advised to fill the preference form very carefully.
- 8.3 If any candidate has not filled/not submitted signed copy of preference form, he/she shall not be considered for further admission process.

9. RESERVATION:

- 9.1 For Maharashtra and Dadra and Nagar Haveli: Reservation shall be applicable for seats in state government aided institutes, municipal corporations or other local bodies. **Reservation shall not be applicable for (private) unaided institutes.**
- 9.2 Wherever applicable as per 10.1, reservation of seats for SC, ST, VJ, NT-1, NT-2, NT-3, OBC including special backward class, SEBC, EWS and PWD shall be as per Government notifications from time to time. **Reservation shall be applicable for only those candidates who are domicile of Maharashtra (for seats in Maharashtra).**
- 9.3 EWS reservation shall be applied only in case if seat intake capacity has increased in Government aided institution.
- 9.4 **Candidate who desires to claim for reservation shall mention valid category during online application process.** Once claimed, the candidate shall not be allowed to change the category.
- 9.5 Candidate claiming for caste based reservation shall upload self-attested photocopy of the Caste certificate and Caste/Tribe validity certificate and non-creamy layer certificate (if applicable) from the appropriate Government authorities.

- 9.6 If a candidate does not claim any reservation at the time of application, he/she shall be considered in **OPEN category** for the process of Seat Allotment. No claim for reservation shall be accepted after online application for such candidates.
- 9.7 Five percent (5%) seats are reserved for person with specified disability as mentioned in disability Act 2016. Candidate claiming such specified disability should mark as PWD in their form. Such candidate need to produce disability certificate obtained from Medical Board of any Government Medical college in prescribed format. Candidate is advised to obtain the certificate well in advance, CPS shall not be responsible for delay.

10. SELECTION PROCESS:

- 10.1 The selection list shall be displayed on the official website of CPS.
- 10.1.1 Selection shall be strictly based on respective PG NEET 2020 score.
- 10.1.2 Candidate wishes to join any of the CPS course is required to pay non-refundable (online) amount of Rs. 50,200/- (for Diploma) and Rs. 60,200/- (for FCPS), which shall be adjusted against enrollment fees. In addition the candidate is required to pay non-refundable amount of Rs. 75,000/- towards cost of Electronic Paperless Device (EPD).
EPD contains study material, shall record daily attendance and shall be used for 360 degree monitoring of academic activity of CPS students, with the help of data collected and uploaded from EPD on CPS server.
- 10.1.3 After the payment of non-refundable amount to CPS, the candidate shall be able to download the letter of allotment.
- 10.1.4 Along with the **allotment letter, receipt of paid up amount, original documents and requisite institutional fees by DD (as per Annexure – A)** student shall report to selected institution.
- 10.1.5 Institution shall verify the relevant original documents and issue “Letter of Appointment” (in the format provided by CPS) to the selected candidate. Institution shall immediately report to CPS Office by email about joining of selected candidates and his status about retention of the allotted seat.
- 10.1.6 Once the candidate joins the allotted institution and starts working, the institution shall issue a “Post Holding Certificate” (in the format provided by CPS) mentioning date of joining.
- 10.1.7 The institution head shall verify the documents required for enrollment (as per list) and shall affix a stamp as “Verified” along with signature and the seal of institution to complete the enrollment procedure.
- 10.2 If a candidate desires to retain a seat obtained in any previous round, he/she shall download the retention form, fill it and submit it to the allotted Institute and also Email scan copy of retention form to cpsonline@cpsmumbai.org from registered E-mail ID in stipulated time. Such candidate shall not be considered

- for up-gradation to their higher choices in subsequent rounds, and he / she has to retain the seat allotted.
- 10.3 At the time of joining, candidate must obtain signature of the head of the institution on joining letter in the format provided.
 - 10.4 Candidate must change the status of joining **“Not Joined” OR “Joined but not Retained” OR “Joined and Retained”** in candidate’s respective login. After obtaining signatures on the joining letter, scanned copy of the joining letter is to be uploaded.
 - 10.5 If candidates fail to change the status, the default status as **Not Joined** shall be considered and seat shall be filled in subsequent round.
 - 10.6 The candidate, who has not filled retention form will be eligible for upgradation (betterment) as per his / her higher preference. Upgradation to higher preference is compulsory. No claim for previous seat shall be entertained for such candidates. Such candidates shall be permitted to collect their deposited certificates, documents and refund of fees with permissible deduction of Rs. 1000/- towards administrative charges from the previously allotted institute.
 - 10.7 In case an eligible candidate is not selected in the first round, he/she remains eligible for the subsequent round for the preference(s) which he/she has given in the preference form.
 - 10.8 If a selected candidate does not join his/her allotted seat, he/she will not be considered for subsequent rounds. (not even for mop up round)
 - 10.9 Vacant seats of first round shall be filled in the next rounds of selection.
 - 10.10 There shall be two rounds of common counselling process. Seats remaining vacant at the end of the 2nd round shall be filled by mop up round; detail schedule and rules shall be declared later.
 - 10.11 At any stage there shall be no transfer in any course/institution, except betterment during admission process.
 - 10.12 A candidate shall have to deposit all his/her relevant original certificates along with the complete institution fees to the concerned institution.

11. Refund of fees paid to institution:

- 11.1.1 For any other reason except betterment, the deduction in fees shall be as follows:
 - 14-09-2020 to 19-09-2020, permissible deduction 20% of the total fees.
 - 20-09-2020 to 23-09-2020, permissible deduction 30% of the total fees.
 - 24-09-2020 to 26-09-2020, permissible deduction 50% of the total fees.
 - 27-09-2020 to 29-09-2020, permissible deduction 80% of the total fees.
 - On 30-09-2020, permissible deduction 100% of the total fees.
- 11.1.2 Candidate who wishes to cancel his/her admission on or after 01-10-2020, shall have to pay fees of whole course to the institution.
- 11.1.3 There shall be no refund of CPS enrollment fees.
- 11.2 If a candidate expires or becomes permanently disabled within three months from the date of enrollment, full refund shall be made after deducting Rs.1000/- as administrative charges.

12. DISCIPLINE:

Any candidate / accompanying person is found obstructing the admission process, trying to influence in unlawful manner/ creating nuisance, the candidate shall be liable for disqualification from the process of selection. The decision taken by CPS/ Competent Authorities/CPS Council in this respect shall be final and binding. All candidates selected shall be subject to the disciplinary rules of the CPS, Government and Management.

13. LEGAL JURISDICTION:

All disputes pertaining to the conduct of examination and selection process shall fall within the jurisdiction of Mumbai High Court bench at Mumbai.

Please Note:

- 1. All the correspondence regarding queries should be addressed by email only. The email query will be addressed only if it is not anonymous and contains the Name, Mobile number and NEET Roll No or CPS Application Form Number (if available) of candidate. An email containing vague or general queries that are contained in the Information Brochure shall not be entertained. Queries shall not be entertained from persons claiming themselves to be representative, associates or offciates of the applicant candidate.**
- 2. Candidates are deemed to have read, agreed and accepted the Information Brochure 2020 and the terms and conditions in the Brochure for CPS PG Diploma/Fellowship courses on submission of application form.**

College of Physicians and Surgeons of Mumbai (CPS)

Annexure – A

List of recognized post graduate courses and fees structure for private unaided institutions only.

I - Diploma courses (Two years)

Code	Title	Course Name	CPS Fees	Institution Fees Per year(INR)	
				Merit Quota	Institutional (Management Quota)
D01	DOMS	Diploma in Ophthalmic Medicine & Surgery	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D02	DGO	Diploma in Gynaecology and Obstetrics	50,200.00*	4,50,000	9,00,000 (2 times of Merit Quota)
D03	DCH	Diploma in Child Health	50,200.00*	4,50,000	9,00,000 (2 times of Merit Quota)
D04	DPB	Diploma in Pathology and Bacteriology	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D05	DDV	Diploma in Dermatology and Venereology	50,200.00*	4,50,000	13,50,000 (3 times of Merit Quota)
D06	DA	Diploma in Anaesthesia	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D07	DORL	Diploma in Oto-Rhino-Laryngology (E.N.T.)	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D08	DORTHO	Diploma in Orthopaedics	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D09	DPM	Diploma in Psychological Medicine	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D11	DMRE	Diploma in Medical Radiology & Electrology	50,200.00*	4,50,000	13,50,000 (3 times of Merit Quota)
D13	TDD	Diploma in Tuberculous Diseases	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D16	DTM	Diploma in Transfusion Medicine	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)
D17	DTMH	Diploma in Tropical, Medicine & Health	50,200.00*	1,50,000	3,00,000 (2 times of Merit Quota)

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II – Fellowship Courses (Three Years)

Code	Title	Course Name	CPS Fees	Institution Fees Per year(INR)	
				Merit Quota	Institutional (Management Quota)
F01	FCPS(MED)	FCPS in Medicine	60,200.00*	6,50,000	19,50,000 (3 time of merit quota)
F02	FCPS(SURG)	FCPS in Surgery	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F03	FCPS(OBGY)	FCPS in Midwifery and Gynaecology	60,200.00*	6,50,000	13,00,000 (2 time of merit quota)
F04	FCPS(OPTHL)	FCPS in Ophthalmology	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F05	FCPS(CH)	FCPS in Child Health	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F06	FCPS(DERMT)	FCPS in Dermatology	60,200.00*	6,50,000	19,50,000 (3 time of merit quota)
F07	FCPS(ORL)	FCPS in Oto-Rhino-Laryngology (ENT)	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F08	FCPS(ORTHO)	FCPS in Orthopaedics	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F09	FCPS(ANAESTH)	FCPS in Anaesthesia	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)
F10	FCPS(PATHO)	FCPS in Pathology	60,200.00*	4,50,000	9,00,000 (2 time of merit quota)

Please Note: -

1. This is the maximum fees that can be charged by any unaided institute. However, any unaided institute is free to offer any amount of concession or it can decide not to charge any fees, as per the institute policy.
2. The above fees may be amended by appropriate authorities and shall be intimated from time to time.
3. **The Fees for Government institutions, Corporation institutions or institutions run by local bodies in Maharashtra (aided institutions) shall be as per the decision of the Government/Corporation/Local authority)**

Annexure

CERTIFICATE OF DISABILITY

(As per Gazette Notification No. MCI-34(41)/2018-Med./170045 dated 5th February, 2019 for admission to Medical Courses in All India Quota)

Certificate No. _____ Dated _____

Name of the Designated Disability Centre (as per ANNEXURE) :

This is to certify that Dr./Mr./Ms. _____

Aged _____ Years Son/Daughter of Mr. _____

R/o _____

Recent Passport Size Photograph of the candidate duly attested by the issuing authority

NEET-MDS Roll No. _____ Rank No. _____ has the following Disability (Name of Specified Disability) _____ and has Permanent Physical Impairment (PPI) with the Disability Range (in percentage) of _____ (in Words) _____ (in Figures).

- Please tick on the "Specified Disability"

(Assessment may be done on the basis of Gazette of India, Extraordinary, Part II, Section- 3, sub-section(ii), Ministry of Social Justice and Empowerment)

S. No.	Disability Type	Type of Disability	Specified Disability
1.	Physical Disability	A. Locomotor Disability B. Visual Impairment C. Hearing Impairment D. Speech & Language Disability	a. a. Leprosy cured person, b. Cerebral Palsy, c. Dwarfism, d. Muscular Dystrophy, e. Acid attack Victims, f. others such as Amputation, Poliomyelitis a. Blindness b. Low Visions a. Deaf b. Hard of Hearing] a. Organic/Neurological causes
1.	Intellectual Disability		a. Specific Learning Disabilities (Perceptual disabilities Dyslexia, Dyscalculia, Dyspraxia & Development Aphasia b. Autism Spectrum Disorders
3.	Mental Behavior		a. Mental illness
4.	Disability caused due to	a. Chronic Neurological Conditions b. Blood Disorders	i. Multiple Sclerosis ii. Parkinsonism i. Haemophila, ii. Thalassemia, iii. Sickle Cell Disease
5.	Multiple Disabilities including Deaf Blindness		More than one of the above specified disabilities

- **Conclusion:** He/she is **Eligible / Not Eligible** for admission in Medical /Dental courses as per the MCI/DCI Guidelines subject to his being otherwise medically fit.

Sign & Name _____
(Concerned Specialist)

Sign & Name _____
(Concerned Specialist)

Sign & Name _____
(Concerned Specialist)

**Annexure
(Retention Form)**

To be filled by the candidate who wish to retain the CPS seat at allotted institution

To,
The Dean / Principal / Supdt. / _____

Sub: Submitting the Retention Form

Dear Sir / Madam,

I _____ have joined CPS _____ course in _____ on _____. Now I wish to retain this seat and do not want to participate in further selection process.

Please accept my retention form and forward it to College of Physicians and Surgeons, Mumbai.

I am fully aware that, as I am retaining this seat, I will not be eligible for further selection process/upgradation process.

Thanking you.

Yours faithfully,

Accepted.

Sign
(_____)

Name:
(Head of the institution)

Place: _____

Date and Time:

Date:



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