Checklist for submission of documents for admission to MBBS courses in Prafulla Chandra Sen Government Medical College and Hospital, Arambagh, Hooghly, In 2026-2031 Academic Session

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Name of the candidate: _____

NEET-UG Roll Number: _____ **All-India rank**: _____

Admission category: ❒ All-India ❒ State | ❒ SC ❒ ST ❒ OBC ❒ PWD ❒ EWS

Mobile: _____ **E-mail**: _____

AADHAAR No: _____

Checklist

1	This checklist	❒ Yes ❒ No
2	College Admission Form duly filled in and signed.	❒ Yes ❒ No
3	Four copies of recent color passport size photograph, lebelled on the back with name, NEET roll number and date of birth, and placed in an envelope stapled to admission form.	❒ Yes ❒ No
4	Photo ID proof (Voter Card / AADHAAR Card / Passport / Driving Licence)	❒ Yes ❒ No
5	Date of birth proof (Birth Certificate or Secondary or Higher Secondary examination admit card / mark sheet issued by a recognized Board or Council stating date of birth)	❒ Yes ❒ No
6	Seat allotment letter.	❒ Yes ❒ No
7	NEET-UG 2026 Admit card.	❒ Yes ❒ No
8	NEET-UG 2026 Rank letter.	❒ Yes ❒ No
9	Certificate and Marksheet of passing 10+2 Board Examination. Provisional certificate acceptable if original not yet in possession of student passing 10+2 BoardExamination in 2026. **ORIGINAL COPIES WILL BE RETAINED BY COLLEGE**	❒ Yes ❒ No
10	Domicile certificate (a1, a2, b) or having valid domicile certificate from e-district website**. For proforma b or e-district domicile of parent is furnished , any two original id proof (EPIC/ ADHAAR/ PASSPORT) of parent is required.**	❒ Yes ❒ No
11*	Caste certificate as proof of SC / ST status	❒ Yes ❒ No ❒ NA
12*	OBC Certificate (sub-caste must tally with central list and in the format mentioned in the certificate) .**NCL certificate issued should be on or after 01.04.2026.**	❒ Yes ❒ No ❒ NA
13*	Disability (PwD) Certificate (issued by one of the recognized disabilities certifying centers as notified by MCC)	❒ Yes ❒ No ❒ NA
14*	EWS Certificate in appropriate format.	❒ Yes ❒ No ❒ NA
15	Premature discontinuation bond on non-judicial stamp paper (not less than Rs. 100/-), duly filled in and notarized. **ORIGINAL WILL BE RETAINED BY COLLEGE**	❒ Yes ❒ No
16	Responsible conduct certificate. **ORIGINAL WILL BE RETAINED BY COLLEGE**	❒ Yes ❒ No
17	Medical fitness certificate. (Format prescribed by WBMCC) **ORIGINAL WILL BE RETAINED BY COLLEGE**	❒ Yes ❒ No
18	Document Receipt Issued.	❒ Yes ❒ No
19	Fee payment declaration filled in and signed by candidate.	❒ Yes ❒ No
20	Candidate Profile letter and payment receipt Copy.	❒ Yes ❒ No
21	Undertaking from the student (As mentioned by DME)	❒ Yes ❒ No

* Formats provided by MCC. Old / outdated certificates will not be accepted.

❒ I have retained good quality hardcopies and softcopies of all original certificates that will be kept in the custody of the College Office since it is difficult for the latter to supply such documents every now and then for copy purpose.

Date of submission of documents **Signature of candidate**