

FREQUENTLY ASKED QUESTIONS

AIIMS - DM/M.Ch/MHA & Ph.D. Entrance Examination July 2015 Session.

Q.No.1 How does one apply for the AIIMS - DM/M.Ch/MHA & Ph.D. Entrance Examination July 2015 Session?

Ans:

- The Application can only be made Online. Printed Application Forms are not available.
- You must have a valid email ID and a mobile number.
- Visit AIIMS website www.aiimsexams.org
- Select your Course in Registration/Login Section
- Click on Prospectus, Read Instructions of the Prospectus and guidelines
- Click on **Proceed** on New Registration Section.
- Register yourself by filling the requisite information Carefully, While filling the email ID & Password ensure that the correct email ID is registered.
- **All OBC (CL) applicants shall be considered as General Category (UR)**
- After filling up all required information click on Save & Proceed, the entered information will appear on the screen, check thoroughly that all correct information is filled. In case, any change, use the Edit option, otherwise use Save & Proceed.
- The Registration No. allotted will appear on Screen, Note the Registration Number for future reference.
- Upload your Photographs and Signatures as per instruction given on the Prospectus
- In case, The Photograph and Signature to be uploaded is not available with you, Use Skip option, the instruction will appear on the Screen regarding step to be followed and Logout from the Process.
- **For Re-login on your Registration Form** Click **APPLICANT LOGIN**, enter your Registration Number and Password (all registered during filling up Registration form). In case, the Registration Number is not traceable, please note the same from INBOX of your E-mail ID.
- In My Page all the navigation button & Step are available
- Reopen your Registration form, fill up the required information, Colour Signals (Green & Red) will appear on the above portion of Screen about procedure completed or to be completed.
- For making payment through Computer Generated Challan in any Branch of SBI, Print the Copy of Challan, the data will be upgraded after 48 hours in the SBI Branch, Therefore, you are advised to visit the concerned branch of SBI after 48 hours of Registration of your application. Please retain the challan copy of candidate after making payment to the branch of SBI.
- For making payment through Credit/Debit Card, follow the instructions given in the Prospectus.
- The online Registration Form takes minimum 24 Hrs- 72 Hours to upgrade the final status after completing all steps of Registration Form.
- After showing all steps “DONE” the candidates must take print out of Registration Slip for future reference.

Q.No. 2 How do I get password for logging in?

Ans: During the process of online registration you will generate your own password. You are advised to keep the password that has been created, confidential till the end of the admission process. Sharing of password can result in its misuse by somebody else.

Q.No. 3 If I forget my password that I have created during the process of registration, how can I retrieve it?

Ans: To retrieve the forgotten password, the following process is followed :

You are required to enter the information that you have filled at the time of registration and then security question & answer provided during New Candidate registration process. The above data submitted by you will be validated with your registered “database”. If the above entries match, only then would you be permitted to enter new password to proceed further.

IMPORTANT

All candidates are advised to remember the password and also retain their application form and admit cards printout till completion of admission process.

Q.No. 4 In case I have Birth Certificate / Caste Certificate/ other certificate(s) in regional language, will this be acceptable at the time of reporting?

Ans: Certificates issued by the competent authority should be in English or Hindi language. Please remember that some states insist for certificate in English language only. Candidates are advised to carry Certified Copy of English version of the original certificate, in case certificate issued is in other than English or Hindi language along with original certificate.

Q.No. 5 If there is a discrepancy in spelling of name in documents and application form, what I have to do?

Ans: If there is discrepancy in spelling of name in documents you must carry proof that the documents belongs to you in the form of an affidavit.

Q.No. 6 Can I get Prospectus of AIIMS-DM/M.Ch/MHA & Ph.D. Entrance Examination for July 2015 session?

Ans: Copy of Prospectus is available on AIIMS website <http://www.aiimsexams.org>. You may download the same and print.

Q.No. 7 Where can I know about the fee structure / course duration etc. for AIIMS-DM/M.Ch/ MHA & Ph.D. Entrance Examination?

Ans: Fee structure / course duration is available in the Prospectus available in website www.aiimsexams.org.

Q.No. 8 What would be the problem when I cannot login?

Ans: Please read User manual for the candidates. Follow the instructions about use of browser. (Internet Explore 7 or above/Mozilla Firefox / chrome). Check the application number and password given at the time of registration. The internet connection should be uninterrupted. If internet connection interruption takes place, the IP address which is being monitored will change and a session expired message will be displayed. Please try to login from other computer from which other candidate(s) has logged in successfully, if possible.

- Q.No. 9 I cannot login, What may be the problem (s)?**
- Ans.** This can happen if Registration No. typed is incorrect or password typed is incorrect. Password is case sensitive, therefore use password which was created. In case password is forgotten, try to generate new password by using question and its answer.
- Q.No. 10 In case I have Registered Online on the last day Registration i.e. 4th April, 2015 can I make my payment?**
- Ans:** On applying on the last date of Registration, you will be given 2 days for making payment only through printed Challan form and completing other necessary steps. Avoid Registration on the last day. It is always better to register in advance.
- Q.No. 11 How much time will I be given to join the allotted course?**
- Ans:** **For AIIMS, New Delhi,** the Candidates will be required to join the course within stipulated time as mentioned in the Prospectus.
- Q.No. 12 What are the documents required to upload with my application?**
- Ans:** No documents are required during Online Registration /Application.
- Q.No. 13 What documents are required at the time of Departmental Assessment?**
- Ans:** **Candidates for DM/M.Ch./MHA & Ph.D. Courses:** The candidates recommended for Departmental Assessment must submit attested copies of the required documents in support of their claims of educational qualifications, marks, date of birth, category, experience etc. on the day following the date of declaration of result of the written test by hand to the Examination Section, AIIMS.
- If a candidate fails to submit attested copies of the requisite documents as above, his/her candidature will be cancelled and he/she will not be allowed to participate in subsequent stages of selection/admission process.**
- Q.No. 14 Will I require Original documents to get the admission at AIIMS, New Delhi?**
- Ans:** Yes, candidates without original certificates/documents will not be allowed to participate in the admission process.
- Q.No. 15 What are the instructions regarding OBC, SC, ST and PH certificates?**
- Ans:** Please read **Instructions given in the Prospectus** carefully. The certificate requirements are mentioned in prospectus along with format. **The certificate as mentioned in the prospectus only will be acceptable.**
- OPH Criteria** - The candidate must possess a valid document certifying his/her physical disability conforming to judgment of Supreme Court of India i.e. With the approval of the Ministry of Health & Family Welfare, Govt. of India vide letter no. 18018/2/2009-ME (P-1) dated 17.02.2009 it has been decided that while providing reservation in admission to medical course in the first instance candidates with disability of lower limbs between 50% to 70% shall be considered and in case candidates are not available of such candidates in that category then the candidates with disability of lower limbs between 40% to 50% will also be considered.
- The disability certificate should be provided by a duly constituted and authorized Medical Board of the State or Central Govt. Hospitals/Institutions.

Q. No. 16 Can I change/editing in the online application after the last date of registration of online application i.e. Nationality, Sponsored to General, General to Sponsored etc.

Ans.: Yes, the candidates can change/editing in the online application form i.e. Nationality, Sponsored to General, General to Sponsored etc after the last date of registration up to **07.04.2015**.

Q. No. 17 Can I change/editing in the online application form after 07.04.2015 i.e. Nationality, Sponsored to General, General to Sponsored etc.

Ans.: No change/editing is allowed after **07.04.2015** in the online Registration/Application i.e. Nationality, Sponsored to General, General to Sponsored etc. **No further correspondence will be entertained in this regard.**