

**OFFICE OF THE CONVENER,  
PG (DENTAL) COUNSELLING COMMITTEE-2019-20  
DEPT. OF ORTHODONTICS, 2<sup>ND</sup> FLOOR, SCB DENTAL COLLEGE & HOSPITAL, CUTTACK  
E-mail: convenerpgdental2019@gmail.com**

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Letter No. PG (D)-SCB-13/2019

Dt. 14.03.2019

**DOCUMENT VERIFICATION INSTRUCTIONS**

1. **Eligibility:** All candidates registered for online counselling at [www.dmetodisha.gov.in](http://www.dmetodisha.gov.in) for Odisha PG Dental Counselling & Admission 2019-2020 for the State Quota seats are eligible for Document Verification.
2. **Date and Time:** The Document Verification shall be conducted - 26.03.2019 (From **10 AM to 2 PM**)
3. **Venue:** Auditorium, New Building, 3<sup>rd</sup> Floor, SCB Dental College & Hospital, Cuttack.
4. **Reporting time:** Candidates must report between 10.00 AM to 12.00 Noon, not later.
5. **Attendance:** Each candidate shall have to sign the Attendance Sheet by producing the tagged set of photocopies of documents mentioned below. A Coupon number will be allotted on the Candidate's Application on first come first serve basis.
6. **Document Verification Desk:** When called, each candidate shall report at Document Verification DESK allotted with all supportive documents.
7. **Document List:** The Documents required to be produced for Document Verification shall include both ORIGINALS and SELF-ATTESTED PHOTOCOPIES arranged serially as follows:
  - a) **Bank Draft of Rs. 2500/-**
  - b) **Print out of duly signed online submitted Application Form.**
  - c) **NEET-PG 2019 Rank Card.**
  - d) **Photo-ID [ Aadhaar / Voter-ID / PAN Card /DL].**
  - e) **Matriculation Certificate [10th] indicating Date of Birth.**
  - f) **BDS Mark Sheets.**
  - g) **BDS Degree / Provisional Certificate.**
  - h) **Internship / Houseman ship Completion Certificate**
  - i) **Updated Dental Registration Certificate.**
  - j) **Permanent Resident / Domicile / Nativity Certificate (Issued within 5 years)**
  - k) **Reservation Category Certificate [if applicable] (PH Certificate as per Gazette Notification No. MCI/34(41)/2018-Med./170045 dated 5 Feb 2019)**
  - l) **Service Certificate (if applicable) issued by CDMO / Concerned Authority.**
  - m) **Authorization Letter (if applicable)**
8. **Document Arrangement:** All ORIGINALS and one set of SELF-ATTESTED COPIES in serial & tagged.
9. **Time:** The process for each candidate may take about 20 minutes time.
10. **No undertakings:** No undertakings shall be accepted as such, on the allotted time of Document Verification.
11. **Hall Entry:** Only candidate or authorized representative & none else shall be allowed into hall.
12. **No TA /DA /Refreshments** shall be given to the candidates as per norm.
13. **Document Verification Certificate:** A Document Verification Certificate shall be issued to the candidates on completing the Document Verification process.

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**Convener  
PG (Dental) Selection Committee-2019**