



कर्मचारी राज्य बीमा निगम
श्रम અને રોજગાર મંત્રાલય, ભારત સરકાર
कर्मचारी राज्य बीमा निगम
(श्रम और रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



મેડિકલ કોલેજ અને હોસ્પિટલ / મેડિકલ કોલેજ અને અસ્પતાલ /
Medical College & Hospital Naroda-Bapunagar
નરોડા રેલ્વે ક્રોસિંગ પાસે, હિમતનગર હાઈ-વે, પી.ઓ. કુબેરનગર, અમદાવાદ, ગુજરાત-382340
નરોડા રેલ્વે ક્રોસિંગ કે પાસે, હિમતનગર હાઈવે, પી.ઓ. કુબેરનગર, અમદાવાદ, ગુજરાત-382340
Near Naroda Railway Crossing, Himmatnagar Highway,
PO-Kubernagar, Ahmedabad, Gujarat-382340
Phone: 079-22812235, Email: dean-naroda.gj@esic.gov.in
Website: www.esic.gov.in

**GENERAL INSTRUCTIONS
FOR THE STUDENTS FOR MBBS ADMISSIONS 2025-26
AT ESIC MEDICAL COLLEGE & HOSPITAL NARODA-BAPUNAGAR,
AHMEDABAD.**

1. Students of AIQ/IP/State Quota must report in Admission Cell, Office of Academic Registrar, Third Floor, ESIC Medical College Building at Khokhra for MBBS admission on or before, the date indicated on their selection/admission letter issued by MCC/ACPC by 09:30 am.
If any student fails to report before last date indicated in the selection/admission letter, his/her admission will stand cancelled by admission authority.
2. One of the Parent/Guardian must accompany the student, at the time of admission or when surrendering of seat is done, as some of the documents are to be signed by student & parent/guardian.
3. In Case Of ESIC (I.P QUOTA) Insured person (ESIC Card Holder) must be accompany with the Student at the time of Admission and seat surrendering process if any.
4. The admission process may take more than one day, outstation candidates are requested to make their own staying arrangements accordingly.
5. The admission offered to a student will be only provisional basis subject to original documents verification from Gujarat University, Ahmedabad. So the students are instructed to keep at least 03 xerox copies of original documents with themselves for future use.
6. Reporting timings for admission: Monday to Friday 09.00 am to 03:00 pm & Saturday 09:00 am to 12:00 pm only.
7. Each candidate must submit the original certificates shown in the check list as applicable along with 01 set of self-attested copies. The originals and Xerox must be produced in the prescribed sequence. Students are instructed to scan the all documents and arrange in prescribed sequence separately (in pdf format) and his/her photograph and signature (in JPEG Format) and may be forwarded to this office email dean-naroda.gj@esic.gov.in
8. In case of AIQ/ESIC Ward of IP-NEET seats-seat surrender procedure will be duly followed as per MCC, New Delhi.



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9. Kindly generate the online seat surrender receipt and contact the admission cell of ESIC Medical College & Hospital Naroda-Bapunagar, Ahmedabad after seat surrendering.
10. Hostel facility: Single Rooms for Boys & Girls are not available. Rooms are available only on sharing-basis.
11. Kindly try to come on working day and take a note of Bank & Court schedules. SUNDAY Will be Holiday & on any other national holiday, Bank & Court will remain closed.
12. Transfer Certificate/ School Leaving Certificate from last Leaving College/University/Institute is mandatory.
13. The bonds are to be made only in the Govt. of Gujarat Bonds.
14. Name & DOB of the candidate in Aadhar card should match with details in their SSLC/HSC/TC. In case of mismatch, students are advised to make necessary correction.
15. The bond surety must be the father/mother and must be present at the time of admission.
16. This college shall not provide any address proof for opening a Bank Account, applying for Passport/ Driving License/ PAN Card/ Voter ID etc., as required. The admitted student shall be responsible for providing the address proof for above purpose.
17. Original documents will be issued only after the completion of MBBS bond obligations. Requests for issuance during the course will not be entertained.
18. Charges to be levied for Upgradation/ Surrender/ Resignation/Withdrawal/Cancellation of MBBS Seat from UG NEET Counselling.

Parameter	Charges levied (Rs.)	Time Limit
Amount of fee to be deducted on re-allocation of seat/ upgradation of seat to the candidates in 2nd/3rd Round of Counselling	10% of Tuition Fees i.e. For AIQ & State Quota : Rs.10000/- For ESIC Ward of IP Quota: Rs.2400/-	Within the Schedule/time provided by ESIC Medical College & Hospital Naroda-Bapunagar, Ahmedabad .



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CHECKLIST FOR MBBS ADMISSION 2025-26

Sl. No.	Documents	Enclosed																									
1.	Admit Card of Exam issued by NTA	Yes/No																									
2.	Rank Letter/ Result issued by NTA	Yes/No																									
3.	Provisional allotment letter generated online by MCC/ACPC	Yes/No																									
4.	Relieving Letter from previous Institution. (if applicable in original)	Yes/No																									
5.	Biometric Identification Report (in original – for State Quota)	Yes/No																									
6.	Part A & B of online application form of ACPUGMEC (in original – for State Quota)	Yes/No																									
7.	Medical Certificate from Registered Medical Practitioner. (In original)	Yes/No																									
8.	Matriculation Certificate & Marks Sheet (In original)	Yes/No																									
9.	10+ 2 Certificate, Marks Sheet & Migration (In original)	Yes/No																									
10.	Character Certificate, CLC, Transfer Certificate in last Studied Institute (in original)	Yes/No																									
11.	<u>The Candidate should also bring the following certificate, if applicable:</u> i. SC/ ST Certificate ii. OBC A/B Certificate iii. Physically Challenged Certificate iv. EWS Certificate	Yes/No																									
12.	Domicile Certificate issued by SDO/Revenue Officer (in original – for State Quota)	Yes/No																									
13.	8 Passport size photographs, same as affixed on the application form.	Yes/No																									
14.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">PARAMETER</th> <th style="width: 25%;">AIQ/ SQ</th> <th style="width: 25%;">ESIC IP Quota</th> <th style="width: 25%;"></th> </tr> </thead> <tbody> <tr> <td>Annual Tuition Fee</td> <td>Rs. 1,00,000/- (Rupees One Lakh only) *Would be payable as a single installment at the time of admission (yearly) or Two installments of 50,000/- six monthly</td> <td>Rs. 24,000/- (Rupees Twenty Four Thousand only) *Would be payable as a single instalment at the time of admission (yearly)</td> <td rowspan="4">Demand Drafts shall be drawn from any Nationalized Bank in favour of ESI FUND ACCOUNT NO. 2 payable at Ahmedabad. (individual draft for different Fee Head)</td> </tr> <tr> <td>Annual Caution Money</td> <td>Rs. 5,000/- (Rupees Five Thousand only)</td> <td></td> <td>Yes/No</td> </tr> <tr> <td>Annual Hostel Fee</td> <td>Rs. 10,000/- (Rupees Ten Thousand only)</td> <td></td> <td>Yes/No</td> </tr> <tr> <td>Hostel Security</td> <td>Rs. 10,000/- (Rupees Ten Thousand only)</td> <td></td> <td>Yes/No</td> </tr> <tr> <td>Student Welfare Fund</td> <td>Rs. 10,000/- (Rupees Ten Thousand only)</td> <td></td> <td>To be deposited after admission.</td> <td>Yes/No</td> </tr> </tbody> </table>	PARAMETER	AIQ/ SQ	ESIC IP Quota		Annual Tuition Fee	Rs. 1,00,000/- (Rupees One Lakh only) *Would be payable as a single installment at the time of admission (yearly) or Two installments of 50,000/- six monthly	Rs. 24,000/- (Rupees Twenty Four Thousand only) *Would be payable as a single instalment at the time of admission (yearly)	Demand Drafts shall be drawn from any Nationalized Bank in favour of ESI FUND ACCOUNT NO. 2 payable at Ahmedabad. (individual draft for different Fee Head)	Annual Caution Money	Rs. 5,000/- (Rupees Five Thousand only)		Yes/No	Annual Hostel Fee	Rs. 10,000/- (Rupees Ten Thousand only)		Yes/No	Hostel Security	Rs. 10,000/- (Rupees Ten Thousand only)		Yes/No	Student Welfare Fund	Rs. 10,000/- (Rupees Ten Thousand only)		To be deposited after admission.	Yes/No	Yes/No
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15.	ESIC Discontinuation & Service Bond of 1 Year - Notarised Bond of Rs. 5,00,000/- (Rupees Five Lakhs) on a Non-Judicial Bond paper of Rs. 100/- (Rupees Hundred Only) or above in prescribed format from Ahmedabad Jurisdiction.	Yes/No																									
16.	Photo copy of ID & Address proof for both(PAN/ Voter ID/ ADHAAR card/ Passport/ Driving License) of the Surety (Parents/ Legal Guardian) and bounden in respect of Notarised Bond.	Yes/No																									
17.	'Ward of Insured Person' Certificate under Group-I/II/III as applicable from Competent Authority [Annexure – 3(A) or 3(B) (the RD/SRO I/c has been designated as the Competent authority to issue the certificate)	Yes/No																									
18.	Affidavit by candidate as per Annexure – 4 } Only for ESIC Quota Female Candidates Affidavit by IP as per Annexure – 5 }	Yes/No																									
19.	Anti-Ragging Affidavit duly signed to be submitted both by candidate & guardian on the day of admission on a Non-Judicial Bond paper of Rs. 50/- (Rupees Fifty Only) or above in prescribed format from Ahmedabad Jurisdiction	Yes/No																									
20.	E-Pahchaan Card only for ESIC Quota Candidates	Yes/No																									
21.	Gap Certificate (if applicable)	Yes/No																									
22.	Scanned copies of all documents submitted including photo/signature to be mailed to dean-naroda.gi@esic.gov.in before arriving for admission, Students are advised to bring the soft copy in pen drive.	Yes/No																									
23.	Undertaking (Specify - if applicable)	Yes/No																									



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FEE STRUCTURE FOR MBBS ADMISSIONS 2025-26

SI. NO.	Fee Particulars	ESIC Ward of IP Quota	State Quota & All India Quota	<u>Remarks</u>
		Amount (in Rs.)	Amount (in Rs.)	
1	Tuition Fee (Per Annum)	24,000/-	1,00,000/-	Demand Drafts shall be drawn from any Nationalized Bank in favour of ESI FUND ACCOUNT NO. 2 payable at Ahmedabad. (individual draft for different Fee Head)
2	Cautions Money (Per Annum)	5,000/-	5,000/-	
3	Hostel Security	10,000/-	10,000/-	
4	Hostel Fee (Per Annum)	10,000/-	10,000/-	
	Total	49,000/-	1,25,000/-	

In addition to above all students will also pay the following fee mandatorily:

FEE PAID BY ALL STUDENTS			
S.N.	FEE HEAD (Annual)	All Students	DD in favour of
1	SWF (Student Welfare Fund)	10,000/-	To be deposited after admission.