

KASTURBA MEDICAL COLLEGE, MANGALORE

Reporting Instructions for Admission

MBBS and MD / MS Programmes

Admission is completed in two steps, in this order. Please read this page fully before you begin travel — the two offices are approximately 60 km apart (about 1.5 hours by road).

Step 1 : After completion of the NEET/KEA counselling process, all students are required to report to the Admissions Office, Manipal Academy of Higher Education (MAHE), Manipal

Where: Admissions Office, Manipal Academy of Higher Education, Tiger Circle Road, Madhava Nagar, Manipal – 576104

Purpose: Document verification, fee payment and issue of the Admission Order.

Carry: All original documents together with one set of photocopies (see checklist below).

Do not report to Mangalore first. Admission formalities cannot be initiated at KMC Mangalore.

Step 2: Report to Administrative Office, KMC Mangalore

Where: Administrative Office, Kasturba Medical College, Light House Hill Road, Hampankatta, Mangalore – 575001

Purpose: Joining formalities, department reporting, hostel allotment and ID card process.

Carry: The Admission Order issued at Manipal.

DOCUMENTS REQUIRED

All documents must be produced in **original at MAHE Manipal**, along with **one set of photocopies**.

#	Document	Applies to
1	Seat Allotment Letter — MCC / KEA / JCECEB	All students
2	NEET Admit Card	All students
3	NEET Scorecard	All students
4	X Std. Marks Card	All students
5	XII Std. Marks Card	All students
6	Conduct Certificate	All students
7	Transfer / School Leaving Certificate	MBBS only
8	UG (MBBS) Marks Cards — all years	MD / MS only
9	UG (MBBS) Degree Certificate	MD / MS only
10	Internship Completion Certificate	MD / MS only
11	State Medical Council Registration Certificate	MD / MS only
12	Karnataka Medical Council Registration Certificate	MD / MS only
13	Course Discontinuation Undertaking	All students
14	Passport-size Photographs	All students
15	Fee payment proof	All students
16	APAAR ID (Automated Permanent Academic Account Registry) — copy	All students
17	Candidate's Aadhaar Card — copy	All students
18	PAN Card — copy (MBBS – parent's; MD / MS – programme fee remitter's)	All students

FOR QUERIES BEFORE YOU TRAVEL

MAHE Admissions Office, Manipal — +91 92437 77700 / 11 / 22 / 33 · admissions@manipal.edu

KMC Administrative Office, Mangalore — 0824-353-5545 · sis.kmcmlr@manipal.edu