



**OFFICE OF THE PRINCIPAL**  
**PRAFULLA CHANDRA SEN GOVT MEDICAL COLLEGE & HOSPITAL**  
**Arambagh, Hooghly, PIN- 712601**  
**DEPARTMENT OF HEALTH AND FAMILY WELFARE**  
**GOVERNMENT OF WEST BENGAL**

**Ph: 03211-255504**

**[www.pcsgmch.ac.in](http://www.pcsgmch.ac.in)**

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## **NOTICE -MBBS Admissions 2025 – AIQ & SQ**

**Notice Regarding Admission to MBBS Course In**  
**Prafulla Chandra Sen Government Medical College and Hospital, (PCSGMC&H)**  
**Arambagh, Hooghly, Pin.712601, In 2025-30 Academic Session**

In accordance with the decision of Government of India, Ministry of Health & Family Welfare, Medical Counselling Committee, **Prafulla Chandra Sen Government Medical College and Hospital, (PCSGMC&H) Arambagh, Hooghly, Pin.712601**, will conduct the admission process for All-India Quota & State Quota candidates, who have been allotted seats in the institute, as per the schedule published on the [mcc.nic.in](http://mcc.nic.in) & [wbmcc.nic.in](http://wbmcc.nic.in) portal. Concerned candidates are advised to carefully go through the applicable rules & regulations and participate in the admission process by reporting on the scheduled days. While every effort will be made to keep the admission offices open on Sundays and public holidays, as per the recommendations of MCC, it may not always be possible to do so because of the festive season and the local situation.

Candidates are advised to go through the notice, arrange all documents, pay fees online and get the necessary bonds ready and then visit the college office. This will make the admission process smoother and avoid crowding.

### **Contact information**

The admission process will be handled by the institute's Student Section (Office of the Principal), 1<sup>st</sup> Floor, Academic Building. The address of the institute is **Prafulla Chandra Sen Government Medical College and Hospital, (PCSGMC&H) Arambagh, Hooghly, Pin.712601**.

For urgent communication you can contact (between 9:00 AM to 7:00 PM)

1. Prof. (Dr.) Rama Prasad Roy, Principal, PCSGMC&H, Mobile No.9433381429
2. Mr. Debotosh Das. Asst. Superintendent (NM), PCSGMC&H, Mobile No. 7908227609

Please note that it may not be possible to resolve all issues over phone.

For non-urgent communication queries can be addressed to [principalpcsgmch@gmail.com](mailto:principalpcsgmch@gmail.com)  
 Communicate from an E-mail ID which is readily accessible to you. Do not communicate for trivial reasons – these will be ignored.

While communicating by e-mail you MUST specify

- ~ Your name, NEET-PG Roll No & All-India rank
- ~ College & Subject allotted
- ~ Whether All-India Quota or State Quota candidate
- ~ Active mobile number and E-mail ID

### **Fees**

**Fees payable are Rs. 6,500/- (Rupees eighteen thousand and fifty) only for all categories of candidates.** No concessions are applicable. **Fees are to be deposited online and pdf copy of the transaction receipt generated to be saved and produced at the time of admission.**

For fee payment please use the **UPI ID: PCSGMCHARAMBAGH@SBI**

**Do not forget to save a copy of the online transaction receipt.**

The fees paid are refundable [excluding the Admission Fee of Rs. 2,000/- (Rupees Two thousand) only] if the candidate gets upgraded in the 2nd round and leaves the college or if a candidate surrenders his/her seat while the admission process is still ongoing. Refund has to be claimed by submitting an application PHYSICALLY or through E-MAIL **within 3 months of the end of the full admission process**. Enclose proof of fee payment



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with the application. After verification in the accounts section of the college, the refund amount will be credited through the bank account details provided by the candidates electronically – the bank details will be captured in a fee payment declaration form.

Note that candidates moving from PCSGMC&H to another government college in West Bengal need not pay the fees again in the second institution, if this is acceptable to the institution concerned. In this case they will NOT be eligible for refund from PCSGMC&H.

**Documents to be submitted**

After submission of fees, please collate documents for submission as per the checklist provided (checklist to be downloaded). Some documents / templates are to be downloaded – links provided below. **Please arrange all documents in order of the checklist and put them in a clear bag type plastic folder before coming to the admission office** . This will make the admission process smoother and easier.

**The following documents are to be submitted.**

1. Checklist of documents being submitted duly filled-in and signed. Documents submitted must tally with this checklist.
2. College Admission Form duly filled in and signed.
3. Four copies of recent color passport size photograph, labelled on the back with name, NEET roll number and date of birth, and placed in an envelope stapled to admission form.
4. Photo ID proof (Voter Card / AADHAAR Card / Passport)
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)
6. Seat allotment letter.
7. NEET-UG 2022 Admit card.
8. NEET-UG 2022 Rank letter.
9. Certificate of passing 10+2 Board Examination. Provisional certificate acceptable if original not yet in possession of student passing 10+2 Board Examination in 2025. **ORIGINAL WILL BE RETAINED BY COLLEGE**
10. In Mark sheet of 10+2 Board Examination. Provisional mark sheet acceptable if original not yet in possession of student passing 10+2 Board Examination in 2022. **ORIGINAL WILL BE RETAINED BY COLLEGE**
11. \* If applicable, Caste certificate as proof of SC / ST status
12. \* If applicable, OBC Certificate (sub-caste must tally with central list and in the format mentioned in the certificate)
13. \* If applicable, Disability (PwD) Certificate (issued by one of the recognized disabilities certifying centres as notified by MCC)
14. \* If applicable, EWS Certificate in appropriate format.
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**
16. Responsible conduct certificate. **ORIGINAL WILL BE RETAINED BY COLLEGE**
17. Medical fitness certificate. **ORIGINAL WILL BE RETAINED BY COLLEGE**



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18. Proof of online fee payment.

19. Fee payment declaration filled in and signed by candidate. .

**Bonds** must be made computer printed or typewritten on appropriate denomination non-judicial stamp paper. Information at the blank fields must also be entered computer printed or typewritten – hand-writing is not acceptable. Candidates may get the **bonds** ready by filling-in blank fields appropriately, getting clear prints and then getting them duly notarized. Note that local courts will be closed in the festive season.

The college will make all efforts to accommodate candidates in genuine difficulty for any reason. However, requests to admit in the absence of essential documents **WILL NOT** be entertained. Further, even if a seat is allotted by MCC, admission under any Reserved Category or Person with Disability Category **WILL NOT** be done in the absence of valid documents. No such requests will be entertained.

Requests to admit without fee payment **WILL NOT** be entertained.

**Candidates must note the following:**

- All documents must be produced in original for verification.
- Laminated documents will not be accepted for verification.
- Please bring one set of photocopies of all documents to be retained by the college office. Poor quality photocopies or scanned copies will not be accepted.
- Selected documents will be retained by the college office in original as specified below.

**Documents to be retained in original**

As is the norm, the following documents will be retained by the college in **ORIGINAL** till Completion of course/ transfer:

1. Certificate of 10 + 2 level Board Examination
2. Mark Sheet of 10 + 2 level Board Examination
3. Premature discontinuation bond (non-returnable).
4. Medical certificate (non-returnable).
5. Responsible conduct declaration (non-returnable).
6. EWS Certificate.

***UNDER NO CIRCUMSTANCES, original documents, once submitted and a receipt issued, can be handed back, before completion of the course or premature discontinuation / resignation and completion of formalities for release of documents. Students are strongly advised to retain hardcopies and softcopies of all original documents being submitted. It is not feasible for the college office to periodically give access to originals for photocopying.***

We look forward to meet our prospective undergraduate students.