



# SRI VENKATESWARA INSTITUTE OF MEDICAL SCIENCES, TIRUPATI

## PG ADMISSIONS 2024-25

2<sup>nd</sup> & Spot Counselling for PG Diploma in Medical Records Sciences on 04.10.2024

**Total Vacancy Position: 07 Seats**

### INSTRUCTIONS TO CANDIDATES

The candidates are informed to attend the counselling on 04/10/2024 at 8:30 am in Committee Hall, SVIMS. The attendance will be taken from 8.30 am to 10.00 am only.

First 2<sup>nd</sup> counselling will be conducted and if any vacancy, spot counselling will be held.

While attending the counselling, the candidate has to submit the following original certificates to the verification committee.

1. Rank Card
2. Hall Ticket of the Entrance Exam
3. B.Sc. Degree marks certificates (I, II, III years).
4. B.Sc. Degree provisional / original certificate.
5. Intermediate marks certificate
6. S.S.C. Marks certificate.
7. Transfer certificate.
8. Migration certificate.
9. EWS Certificate
10. Study certificate from Class IX to Degree.
11. No objection certificate (if employed)
12. Recently obtained caste certificate in case of BC/SC/ST categories.
13. Residence certificate (Those students who have studied outside the State of Andhra Pradesh only have to furnish the certificate for a period of 10 years prior to the qualifying examination that they have resided in the State).
14. The children / Regular employees of TTD/SVIMS have to produce service certificate of the parent from the competent authority by including the name of the child and ID card of the employee.
15. (a) **Fees: The candidate has to pay for Rs. 18,000/- towards tuition fee and the other for Rs. 500/- towards Caution Deposit.**  
(b) **Application fee: The Spot candidates has to pay the Application fee of Rs. 5,900/- for OC/BC & Rs.4,956/- for SC/ST category through SB collect along with tuition fee.**
16. The selected candidates have to deposit all the original certificates on the day of the counselling and they will be returned only at the time of leaving the institution. Hence, they are **advised to keep sufficient no. of photo copies of certificates** with them for future use.
17. There is no guarantee that all the candidates called for counselling will get the admission. All the seats will be filled up based purely on merit following the rules and reservation in vogue.

18. The decision of the admission committee in allotting the seats shall be final and binding.
19. The candidate presently working / studying and attended for the counselling must bring 'No Objection Certificate' from the employer / Principal stating that, the candidate will be relieved in time, to study the course, if selected.
20. The candidate who fails to attend the counselling on the said date will forfeit the right for admission.
21. Hostel: Shared accommodation will be provided subject to availability. Those who require accommodation have to pay the hostel deposit of Rs.4,000/- (Rs.2,000/- refundable) and (Rs.2,000/- non refundable) to the Hostel staff at the counselling hall.

If the candidate fails to satisfy the above, he/she shall forfeit the seat and the same will be allotted to the next person in the order of merit.

  
REGISTRAR I/c

