

**GUIDELINES FOR
2nd Round Counselling**

**M.Sc. Nursing Counselling/Admission
2020-2021**

COUNSELLING BOARD (ADMISSION BOARD) FOR THE ACADEMIC SESSION 2020-21
RAJASTHAN UNIVERSITY OF HEALTH SCIENCES, JAIPUR
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ADMISSION TO M.Sc. NURSING (2 YEAR) COURSE-2020-21

GUIDELINE FOR M.Sc. NURSING COUNSELLING

1. Tentative Schedule for Second Round Counselling/ Allotment

S.No.	Particulars	Date/Time
1	Publishing of tentative seat matrix and guidelines at the website	09-03-2021
2	Deposition of counseling fee Rs. 500/- (only for candidates who have not deposited counseling fees earlier) and Choice Filling of the Colleges and Courses online at the RUHS website	09-03-2021 to 15-03-2021 (05:00 PM)
3	Publishing of Allotment information at the website	19-03-2021
4	Printing of allotment letter & reporting at allotted college for deposition of application form along with all relevant documents and prescribed fees	20-03-2021 to 26-03-2021(05:00 PM)

2. Eligibility

Following candidates will be eligible for participating in seat allotment process in second round counselling:-

- (i) Candidates, reported successfully in allotted college by first round counselling and willing to move upwardly.
- (ii) Candidates, reported in allotted college by first round counselling, but rejected by the college due to wrong selection of category or not deposition of required fees of Rs. 500/- or other errors done by candidate in filling online registration form.
- (iii) Candidates, who participated in first round counselling but college not allotted (CNA).
- (iv) Candidates, who didn't participated in first round counselling and willing to participate in second round (Fresh candidates).

3. Important points

- (i) Candidates, who deposited the required fees of Rs. 500 for first round counselling, need not to deposit the fees again for second round.
- (ii) By default the candidate's willingness to participate in second round is considered as 'No'. In this condition his/ her previously allotted seat will be retained.

- (iii) Previously successfully reported candidate who willing to participate in second round for upward movement, if allotted other college in second round then seat allotted in first round is considered as cancelled and he/ she has to join on seat allotted in second round. If other college is not allotted in second round his/ her seat allotted in first round kept retained.

4. Admission/Counselling Procedure

Candidates are advised in their own interest to secure information regarding the admission from the authorized website of RUHS (www.ruhsraj.org). The non- receipt of communication to the candidate from **Chairman, Counselling board (admission board) for the academic session 2020-21** will not be accepted as a ground for not submitting the Option form or non-reporting in the allotted institute on the scheduled time and date.

Based on the tie breaking rule, a merit list will be prepared using the score of online admission examination. Based on 100 point roster, merit list, availability of seats, category of the candidate, seat matrix & seat allotment rules provided by RUHS and choices filled by candidate, seat allotment will be made by online counselling. Steps and rules of seat allotment rounds will be as follows:

Step1: Second Round - Choice Filling

- Candidates who have appeared in the online entrance exam will be eligible for filling choices.
- Candidates will login with their previous login credentials (Provided at the time of application form filling) where they will find two payment options, (i.e. Bank Challan & Online).
- Select Payment option (only for candidates who didn't paid counselling fees of Rs. 500/- earlier). Candidates who already paid counselling fees of Rs. 500/- will be able to fill the choices directly.
- If option "Bank Challan" is selected then :-
 - Download the challan
 - Deposit the amount of Rs. 500/- (Non-Refundable) at any branch of Punjab National Bank (PNB).
 - Login again and click on "Challan entry/ Upload" button and enter required information.
 - Upload scanned copy of Challan and submit.
- If option "Online" is selected then:-
 - Made the payment of Rs. 500/- (Non-Refundable) through online banking.
 - Click on "Upload Online Transaction Details" button and enter required information.
 - Upload screenshot/Payment receipt of your online transaction and submit.

Details for online payment :-

Name of account holder - BSC, MSC & PB BSC (NURSING) ENTRANCE EXAM 2020-21.

Account Number - 12562612000093

IFSC Code - PUNB0125610

Bank Branch - Punjab National Bank, RUHS, Pratap Nagar Jaipur.

- After successful upload of Fee Challan/Receipt of online payment, candidate will be able to see the 'Manage choices' button.
- By clicking 'Manage Choices' button, candidates will be able to fill as many choices as he/she desires (College & Course) from the available choice list. They will be able to add/delete/rearrange the choices any number of times till the last date/time. The choices will be auto locked on the last date/time of choice filling. Final Print out of locked choices will be enabled only after last date/time of choice filling.

Step2: Second Round- Seat Allotment

- Seat allotment will be made on the basis of 100 points roster, merit list, number of available seats, category of the candidate, seat matrix & seat allotment rules provided by RUHS and choices filled by candidate.
- Candidate can view/print their allotment result by clicking on Seat Allotment Result button in their login.
- Institute can also view/print List of candidates allotted to them through a login on the portal provided to them.

Step3: Second Round- Reporting

- The candidates will report to the allotted institute in the given time duration along with all the required applicable documents as mentioned below:
 - Valid Identity Card
 - Original Challan (College/RUHS copy)/Online Payment Receipt.
 - Provisional Allotment Letter
 - Experience Certificate
 - Caste/ Category Certificate
(OBC/MBC-NCL & EWS Certificate should not be more than one year old).
 - PWD Certificate (PH).
 - 10th Board Mark sheet& Certificate
 - 12th Board Mark sheet& Certificate
 - GNM Mark sheet& Diploma Certificate (only for Post Basic B.Sc. Nursing Pass candidates)
 - RN & RM Certificate (Renewed)
 - Domicile Certificate
 - Medical Fitness Certificate
 - Relieving Order for In-Service Candidates
 - NOC from DMHS for In-Service Candidates
 - Migration Certificate.

- At the time of reporting, document verification will be done by the college reporting Officer (Principal) and suitable entries will be made on the portal through his/her login for each candidate.

5. Other Important Points

- Principal of allotted colleges is required to check the documents and other required certificates with original. The original documents will be returned by the respective college after the university enrolment has been done.
- In any circumstances the principal refuse to return the original documents to the reshuffled student or college, the counselling board would recommended to the RUHS, State Government or Indian Nursing Council for necessary action against that college.
- **Counselling fee of Rs. 500/- will be non-refundable.**
- If a candidate is allotted a seat in the Second Round and he/she doesn't report and join IN PERSON at the allotted college as per schedule, his/her seat will be cancelled.
- The admissions shall be treated as provisional subject to the final decision of any pending case(s) in any court of law, if applicable to these admissions. Further, the provisional status of admission shall stand final only after enrolment by the RUHS. The decision of the admission board shall be final and binding to all.
- All the judgments relevant to these admissions, passed by any Hon'ble court of justice as well as rules existing at the time of making admissions will be applicable on these admissions and the candidates will have to abide compulsorily with such judgments, rules and the changes.
- **The Jurisdiction of the court cases will be at Jaipur.**
- **For any query please contact: helpdeskmsnursing2020@ruhsraj.org**