

NUUGET-2015 COUNSELLING PROCEDURE

1. Arrive at Nitte Institute of Banking & Finance, Paneer campus, Kotekar- Beeri Road, Deralakatte ,Mangalore
2. Proceed to the Auditorium
3. Go to the “Registration Counter” and register yourself
4. Assemble in the Auditorium
5. Go to “Document Verification Counter” as and when you are called.
Keep original + 3 sets of photocopies (a to e) ready. Each set should have the documents arranged in the following order.
 - a. SSLC (or equivalent) Marks card and Pass Certificate (proof for date of birth)
 - b. PUC/10+2 Marks cards (original or downloaded from NET attested by the college Principal)
 - c. Transfer Certificate
 - d. Conduct Certificate
 - e. Migration certificate (for candidates other than Karnataka PU board)
 - f. Medical Fitness Certificate from certified Govt. Medical Practitioner
 - g. Blood group certificate
 - h. 5 passport size + 5 stamp size colour photographs
 - i. **For MBBS program:** DD for Rs.6,36,500 /- favouring “K S Hegde Medical Academy” payable at Mangaluru
For BDS program: Rs. 4,46,000/- favouring “A B Shetty Memorial Institute of Dental Sciences” payable at Mangaluru

Please write your name and rank on the reverse (back side) of the DD.
6. Collect the ‘Document verified slip’ after document verification and proceed to the Waiting Area (Lecture Hall), watch the display for the availability of seats.
7. Go for Counselling when your Rank is called. Keep handy only the ‘**Document verified slip**’ and **D.D** to be shown to the Admission Committee.
8. Complete your Biometric Verification and present yourself before the Admission Committee.
9. If you opt for a seat, collect the ‘Provisional Admission Order’ (PAO) from the Admission Committee and then go to the ‘Document Collection’ counter and submit your originals + 3 sets of photocopies **Please note that all the original documents have to be submitted.**
10. Go to Fee Payment’ counter and pay the requisite fee vide DD and collect receipt.
11. Complete the admission procedure at ‘Admission’ counter by collecting, filling and submitting the College Application Form.
12. If hostel facility is required, go to the ‘Hostel’ counter
13. Leave the counselling venue
14. **Classes commence on 03-08-2015.**