Annexure-E

SOP FOR ROUND-1 OF STATE-LEVEL MEDICAL PG COUNSELLING 2026–27

1. Registration and Payment: Eligible candidates shall complete online registration and payment of the prescribed non-refundable application fee and refundable security deposit within the notified period.
2. Preparation and Publication of Merit Lists:

   i. Separate category-wise merit lists of eligible candidates shall be prepared for each participating Institute.

   ii. Reservation of State Quota seats at JNIMS and SAHS shall be implemented in accordance with the *Manipur Medical Postgraduate Seat Allotment Schemes, 2025*, including the prescribed 200-point model roster operated on a rolling basis, wherever applicable.

   iii. In respect of RIMS, the category-wise merit lists shall be prepared in accordance with the seat distribution and eligibility criteria approved by the competent authority of RIMS.

   iv. The merit lists for the respective categories shall be arranged in order of All India Rank (AIR) in NEET-PG 2026, subject to fulfilment of the applicable eligibility criteria, reservation provisions and institutional norms.

   v. The final merit lists of eligible candidates shall be published through the official website of the Directorate of Health Services, https://manipurhealthdirectorate.mn.gov.in, and the Manipur Medical e-Counselling portal, https://manipurmc.mn.gov.in.

3. Exercise of Seat Choices:

   i. Eligible candidates shall exercise their seat choices for the available Institute, subject/speciality and category through the online portal within the stipulated period.

   ii. Candidates may arrange their seat choices in order of preference from among the institutions and categories for which they have been declared eligible.

   iii. Candidates shall verify their seat choices carefully before locking them. Once locked, choices cannot be modified.

   iv. If a candidate does not lock the seat choices within the prescribed period, the seat choices saved by the candidate shall be auto-locked at the end of the stipulated timeline.

4. Allotment of Seats:

   i. Seat allotment shall be conducted through the Manipur Medical e-Counselling portal by the State-Level Medical PG Selection Committee, based on NEET-PG 2026 merit,

the applicable category-wise merit lists, eligibility criteria, reservation provisions, approved seat matrix and choices exercised by the candidates.

ii. Allotment shall be made strictly on merit of NEET-PG 2026. Candidates securing higher ranks in the respective merit lists shall be given priority in the allotment of seats, subject to the applicable category and institutional provisions.

iii. The seat distribution and categories of RIMS shall be governed by the institutional decisions of its Standing Academic Committee of RIMS. The allotment of seats at JNIMS and SAHS shall be governed by the applicable provisions of *The Manipur Medical Postgraduate Seat Allotment Schemes, 2025*. Management Quota seats at SAHS shall be allotted strictly based on Merit in NEET-PG 2026 score.

5. Exercise of Freeze/Float Option:

Candidates allotted seats shall exercise their willingness through the Freeze or Float option, as enabled in the counselling portal and in accordance with the approved counselling instructions.

i. Freeze Candidates – No Upgradation

Candidates who are satisfied with their allotted seats and do not wish to participate in upgradation in the subsequent round shall select the Freeze option. Such candidates shall physically report to the allotted Institute within the prescribed period for joining and completion of admission formalities.

ii. Float Candidates – Willingness for Upgradation

Candidates who wish to retain their allotted seats provisionally while seeking upgradation in a subsequent round shall select the Float option. Such candidates shall give their willingness for upgradation and upload the required documents through the portal for online document verification by the allotted Institute. They shall not be required to report physically to the allotted Institute at this stage, unless specifically directed.

6. Reporting and Admission of Freeze Candidates:

i. Candidates who exercise the Freeze option shall download their allotment letters from the web-based application portal and physically report to the allotted Institute within the stipulated period.

ii. Candidates shall produce their original certificates and other requisite documents for verification by the allotted Institute.

iii. The Institute shall verify the documents, confirm eligibility and complete the admission formalities in accordance with the applicable rules and institutional requirements.

7. Provisional Admission of Float Candidates:

i. Candidates exercising the Float option shall give their willingness for upgradation online through the counselling portal.

ii. Such candidates shall upload the required documents for online verification by the respective Institute and shall not be required to report physically at the allotted Institute at this stage, unless specifically directed.

iii. After due verification by the respective Institute, Float candidates shall download the Provisional Admission Letter from the Manipur Medical e-Counselling portal https://manipurmc.mn.gov.in/.

8. Process for seat withdrawal (resignation)/surrender) after Round-1 of counselling

The process of resignation/ seat surrender based on the willingness of candidate will be as follows for Freeze/ Float Candidates:

i. FREEZE CANDIDATE- will have to visit physically to the allotted institute for resignation.

a) Candidate will physically report at the allotted institute and submit Resignation within the stipulated time period prescribed by DME, Manipur.
b) Candidate can resign/exit the seat and become eligible for the next round as per the resignation rules for Round 1 and Round 2. Candidates cannot resign/ exit Round 3 allotted seats.
c) Once a seat is surrendered/resigned, candidate will have **NO claim** on that particular seat.

ii. FLOAT CANDIDATE

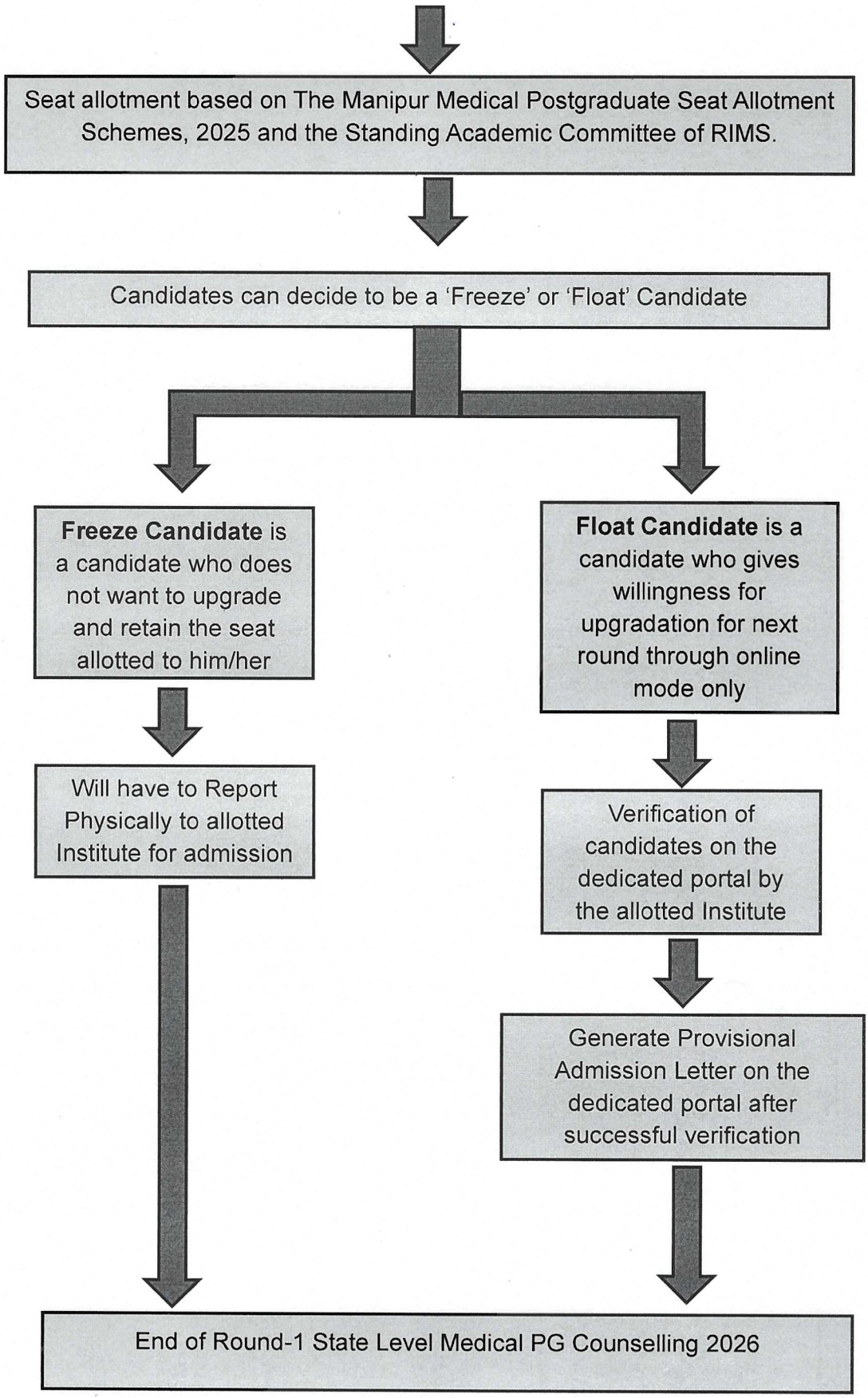
a) A candidate holding a provisional allotment/admission under the Float option may submit an online seat surrender request through the counselling portal in the prescribed format and within the period notified by DME, where online surrender is permitted.
b) Once a seat is surrendered/resigned, candidate will have **NO claim** on that particular seat.

iii. GENERAL CONDITIONS FOR RESIGNATION/SURRENDER

a) Candidate can resign/exit the seat and become eligible for the next round as per the resignation rules for Round 1 and Round 2. Candidates cannot resign/ exit Round 3 allotted seats. Refund will be processed as per the counselling Scheme once all the rounds are completed.

Annexure-E

ROUND-1- STATE-LEVEL MEDICAL PG COUNSELLING , 2026



Annexure-E

SEAT WITHDRAWAL FLOWCHART

(ROUND-1 OF STATE-LEVEL MEDICAL PG COUNSELLING 2026)

Freeze Candidate

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Will have to visit physically to allotted Institute and submit for resignation within the prescribed stipulated time period

Float Candidate

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Will have to submit an online seat surrender request in the prescribed template on the dedicated counselling portal within the stipulated time period

ONCE A SEAT IS SURRENDERED/RESIGNED, CANDIDATE WILL HAVE **NO CLAIM** ON THAT PARTICULAR SEAT