



KARUNA MEDICAL COLLEGE

KARUNA INSTITUTE OF MEDICAL SCIENCE

[SAFE DEVELOPMENT ALMS TRUST]

CHECKLIST FOR MBBS ADMISSION

Student Name :

KEAM Rank :

NEET RANK :

Sl. No.	Name of document	Remarks
1	Allotment Memo-2026	
2	NEET Admit Card – 2026	
3	NEET Marks Score sheet – 2026	
4	KEAM Data sheet – 2026	
5	Original 10th Certificate (S.S.L.C/CBSE/ICSE/ Others) & Pass Certificate (in case of AISSCE/ISCE candidates)	
6	Original 12th Mark List (HSE/CBSE/VHSE/AISSCE/ISCE/Others) & Pass Certificate (in case of AISSCE/ISCE candidates)	
7	Transfer Certificate issued by the previous institution + KEAM Transfer slip if admitted in another professional course.	
8	Original Migration Certificate of Plus Two from last Institution	
9	Original Course & Conduct Certificate issued by the previous institution	
10	Eligibility / Equivalency Certificate (if applicable) – Original	
11	a. Community/Caste Certificate issued by competent Revenue Authority b. Non-Creamy Layer Certificate (for OBC candidates) – valid for the current year c. Income Certificate (as applicable for reservation/Fee Concession benefits) d. EWS Certificate (for Economically Weaker Section candidates), if applicable	
12	Medical Fitness Certificate from Government Medical Officer not below the rank of Assistant Medical Officer	
13	Vaccination certificate (Hepatitis B, MMR, Chickenpox) booster dose taken by the student after 15 years of age	
14	Domicile/ Nativity Certificate	
15	Residence Certificate/ Proof : For candidates claiming reservation under specific categories	
16	Relevant disability certificates (for PwD candidates) issued by authorized Medical Board	
17	Copy of Aadhaar card of student & Parent	
18	Copy of PAN Card of Parent	
19	CEE Fee Payment receipt	
20	Receipt of Tuition Fees and other fees paid to the college through accounts department.	
21	Stamp Paper 4 (Rs.100 each)	
22	Copy of Pass book of bank Account	
23	Four Sets of Photostat Copies of the above documents	
24	Passport size photo (07 Nos.) & stamp size photo (05 Nos.) taken within last 6 months with required specification*	

FOR NRI CANDIDATES

Sl. No.	Name of document	Remarks
1	Passport copy and Visa copy of the Sponsor attested by the consulate/embassy **	
2	Employment Certificate of the sponsor attested by the consulate/embassy**	
3	Sponsorship Certificate**	
4	Copy of Candidate's passport**	
5	Proof of Sponsors income(Salary Certificate/ bank Statement- Last 6months**	
6	Certificate to prove sponsor relationship with the student by the Village office.**	
7	Affidavit/Declaration – stamp paper worth Rs.200/- (Students should be dependent of the sponsor) **	
8	Non Creamy Layer /Minority **	

Candidates are directed to submit a Soft Copy of All Documents Separately in PDF Format Less than 150KB in a Pendrive. (Mobile scanning documents will not accept)

Specification for Photograph

- o Recent Passport-size photographs
- o No imprint on the photo.
- o White background
- o Eyes clearly visible
- o Face fully visible (no shadows or obstructions)
- o Neutral expression with closed mouth
- o Head straight, facing the camera
- o No sunglasses or tinted glasses (spectacles allowed if eyes are clearly visible)
- o No cap/hat, except for religious reasons (face must be visible)
- o Good quality, high resolution, without blur or red-eye

For NRI Candidates

1. Passport copy and Visa/Green Card/OCI Documents of their respective sponsors. The Job of the sponsor should be mentioned in any of the above documents.
2. In case, the employment of the sponsor is not mentioned in the above documents, the candidate has to produce the employment certificate of the sponsor attested by the Embassy/ Consulate authorities.
3. The certificates clearly establishing the relationship of the sponsor with the candidate shall be obtained from the revenue authorities, as per the G.O (Ms) No. 243/14/H&FWD dated 06.08.2014
4. The revelation ship between the candidate and his/her father/mother, which are recorded in the educational certificates, maintained in the usual course of transactions by the competent authorities, shall be accepted.
5. The Candidate shall produce the sworn affidavit from the Sponsor in a stamp paper worth Rs. 200/-. The same shall also be notarized by the Notary Public, disclosing that the student is dependent of the sponsor and the all expenses i.e. tuition fee and special fee, of the candidate for the entire course period will be borne by the Sponsor.