

## Frequently Asked Questions

### AIIMS- Ph.D. Programme Entrance Examination, Jan. & July -2019 Session (Combined).

**Q.No.1**      **How does one apply for the AIIMS- Ph.D. Programme Entrance Examination January & July, 2019 Session (Combined)?**

**Ans:**

- The Application can only be made Online. Printed Application Forms are not available.
- You must have a valid email ID and a mobile number.
- Visit AIIMS website [www.aiimsexams.org](http://www.aiimsexams.org).
- Select your desired course i.e. Ph.D. Programme in **Academic Courses** tab on Home page.
- Click on Prospectus. Read Instructions of the Prospectus and guidelines.
- Click on **Register** and then on **Proceed** button in New Registration Section.
- Register yourself by filling the requisite information carefully, while filling the Email ID & Mobile Number ensure that the correct Email ID & Mobile Number is registered as all the communications will be sent to the registered Email Id & Mobile Number only.
- **All OBC (CL) applicants shall be considered as General Category (UR).**
- After filling up all required information click on **Save & Proceed**, the entered information will appear on the screen, check thoroughly that all correct information is filled. In case any change in filled in information is required, use the **Edit** option, otherwise use **Save & Proceed**.
- The **Candidate Id** allotted will appear on Screen, Note the Candidate ID for future reference. The Candidate ID & Password will also be sent to the registered Email Id & Mobile Number.
- Login with the provided credentials i.e. Candidate ID & Password. Candidate must change the Password on first time Login.
- Fill all the requisite information i.e. Qualification, Experience & Centre Choice in Online Registration Form.
- Payment of Registration Fee can only be done through online mode i.e. Debit/Credit Card & Internet Banking.
- Upload your Photograph, Signature & Thumb Impression as per instructions given in the Prospectus and upload Image page.
- In case, The Photograph, Signature and Thumb Impression to be uploaded are not available with you, Use **Save & Exit** option and logout from the process. You can Re-login, upload Images and complete the registration process.
- **For Re-login in your Registration Form** Click **APPLICANT LOGIN**, enter your Candidate ID and Password (for Candidates who have already registered). In case, the Candidate ID is not traceable, please note the same from INBOX of your E-mail Id or from SMS sent to registered Mobile Number.
- In My Page all the navigation button & Step are available.
- Reopen your Registration form; fill the required information, Colour Signals (Yellow & Red) will appear on the above portion of Screen about Steps completed or to be completed.
- After seeing all steps "**COMPLETE**" in **Due Steps** or Navigations buttons **Yellow** in colour, the candidates must take print out of Registration Slip for future reference.

**Q.No. 2 How do I get password for logging in?**

**Ans:** During the process of online registration Login credentials will be sent to your Registered Email Id and Mobile Number. You must change the Password at first Login and keep the password that has been changed, confidential till the end of the admission process. Sharing of password can result in its misuse by somebody else.

**Q.No. 3 If I forget my password that I have changed at first time Login during the process of registration, how can I retrieve it?**

**Ans:** To retrieve the forgotten password, the following process is followed:

You are required to enter Candidate ID generated at the time of registration and registered Email Id and Mobile Number in **Forgot Login Details** page. The above data submitted by you will be validated with your registered "database". If the above entries match, only then Email having your password will be sent to your registered Email Id.

#### **IMPORTANT**

All candidates are advised to remember Candidate ID, Password and also retain their application form and admit card printout till completion of admission process.

**Q.No.4 In case I have Birth Certificate / Caste Certificate/ other certificate(s) in regional language, will this be acceptable at the time of reporting?**

**Ans:** Certificates issued by the competent authority should be in English or Hindilanguage. Please remember that some states insist for certificate in English language only. Candidates are advised to carry Certified Copy of English version of the original certificate, in case certificate issued is in other than English or Hindi language along with original certificate.

**Q.No.5 If there is a discrepancy in spelling of name in documents and application form, what I have to do?**

**Ans:** If there is discrepancy in spelling of name in documents you must carryproof that the documents belongs to you in the form of an affidavit.

**Q.No.6 What would be the problem when I cannot login?**

**Ans:** Please read User manual available on website. Follow the instructions about use of browser. (Internet Explore 7 or above/Mozilla Firefox / chrome). Check the Candidate ID and password sentto registered Email Id and Mobile Number at the time of registration. The internet connection should be uninterrupted. If internet connection interruption takes place, the IP address which is being monitored will change and a session expired message will be displayed. Please try to login from other computer from which other candidate(s) has logged in successfully, if possible.

**Q.No. 7 I cannot login, What may be the problem (s)?**

**Ans.** This can happen if Candidate ID typed is incorrect or password typed is incorrect. Password is case sensitive, therefore use password which was created. In case password is forgotten, that can be recovered by using **Forgot Login Details** link available on Login Page.

- Q.No.8**      **How much time will I be given to join the allotted course?**
- Ans:**      **For AIIMS, New Delhi,** the Candidates will be required to join the course withinstipulated time as mentioned in the Prospectus.
- Q.No. 9**      **What are the documents required to upload with my application?**
- Ans:**      No documents are required to be uploaded during Online Registration.
- Q.No. 10**      **Can I get Prospectus of Ph.D. Programme Entrance Examination for January 2018session?**
- Ans:**      Copy of Prospectus is available on AIIMS website <http://www.aiimsexams.org>. You may download the same and print.
- Q.No. 11**      **Where can I know about the fee structure / course duration etc. for AIIMS-Ph.D. Programme Entrance Examination?**
- Ans:**      Fee structure / course duration is available in the Prospectus available in website [www.aiimsexams.org](http://www.aiimsexams.org).
- Q.No. 12**      **Will I require Original documents to get the admission at AIIMS, New Delhi?**
- Ans:**      Yes, candidates without original certificates/documents will not be allowed to participate in the admission process.
- Q.No. 13**      **What are the instructions regarding OBC, SC, ST and OPH Certificates?**
- Ans:**      Please read **Instructions given in the Prospectus** carefully. The certificate requirements are mentioned in prospectus along with format. **The certificate as mentioned in the prospectus only will be acceptable.**  
**OPH Criteria** - The candidate must possess a valid document certifying his/her physical disability conforming to judgment of Supreme Court of India i.e. With the approval of the Ministry of Health & Family Welfare, Govt. of India vide letter no. 18018/2/2009-ME (P-1) dated 17.02.2009 it has been decided that while providing reservation in admission to medical course in the first instance candidates with disability of lower limbs between 50% to 70% shall be considered and in case candidates are not available of such candidates in that category then the candidates with disability of lower limbs between 40% to 50% will also be considered.  
The disability certificate should be provided by a duly constituted and authorized Medical Board of the State or Central Govt. Hospitals/Institutions.
- Q. No. 14**      **Can I change/edit Nationality, Sponsored to General, General to Sponsored etc. in the online registration form before the registration closing date?**
- Ans.:**      Yes, change/editing is allowed in the online Registration Form till Registration closing date. **No further correspondence will be entertained in this regard after registration closing date as mentioned in prospectus.**
- Q. No. 15**      **Can I change/edit Nationality, Sponsored to General, General to Sponsored etc. in the online registration form after registration closing date?**
- Ans.:**      No change/editing in registration form is allowed after registration closing date as mentioned in the prospectus.