



IMPORTANT NOTICE (Revised)

Regarding Seat surrender /withdrawal/resign procedure for round-I

In continuation of our previous Notice dated 16.02.2022, the last date & procedure to vacate/surrender/withdrawal/resign from the first round admitted seat is as follows:

Candidates who have taken admission in round-I counselling and wish to surrender admitted seat have to submit the seat vacate/surrender/withdrawal/resign request online through University counselling portal, **on or before 19.02.2022 latest by 05.00PM. After that no candidate will be permitted to vacate/withdrawal/ surrender/resign the admitted seat for details read the instructions of Round-II carefully.**

After submitting online request the candidate has to contact the principal of admitted college for issue of seat surrender/ withdrawal/resign letter.

The important step for Seat surrender /withdrawal/resign is given below:-

Step-01 → Login to University counselling portal through your login ID and Password.

Step-02 → Click on seat surrender/withdrawal link on homepage.

Step-03 → Submit request for Seat surrender/withdrawal

Step-04 → Message will appear on screen.

Step-05 → Contact your allotted college principal and follow his instructions for receiving seat surrender/ withdrawal/resign letter.

Step-06 → Principal of the Allotted College to confirm the seat surrender/ withdrawal/resign request submit by the candidate through online mode must take the print out of seat surrender/ withdrawal/resign letter, sign it before sending it to candidate & university through email.

Candidate please note that

- * Round-I is a free exit round and candidate will be eligible to participate in round- II of counselling.
- * College can deduct maximum of Rs. 6000 /- as administrative charges and will refund fee within 02 working days.
- * The candidate will have no right once the seat surrender is confirmed by the principal. The surrender seat will be included in round II of counselling for new allotment.
- * The advance tuition fee collected by HNB Uttarakhand medical education University will be adjusted against round-II of allotment or will be refunded after one month of Mop-Up round counseling .

Notice posted on 17.02.2022

UK NEET-2021 PG State Counselling Board