

Centralized Admission NUMS Private Sector Medical & Dental Colleges First Year MBBS and BDS Session 2025-26

Guidelines and Instructions for Candidates

1. Final Overall Merit List and College Wise Selection List

- a. After all necessary corrections/rectifications in provisional merit list, NUMS will display on its official website, the overall final merit list and first college wise and category-wise selection list of its Affiliated Medical & Dental Colleges, keeping in view the number of seats in each college on which admission is to be made.
- b. Candidates can check their merit standing in the overall merit list. Those selected for admission will be listed in the respective college-wise list according to their aggregate and preference of college.
- c. Based on the aggregate score, the candidates will be evaluated and ranked for admission to their preferred colleges. If the first-choice college is already filled by higher-ranked applicants, the candidate will be considered for their subsequent preferences, and this process will continue until they are allotted a college according to merit.
- d. Admissions to NUMS Affiliated Colleges will be carried out by NUMS University, while the Attached Colleges will manage their admissions separately.
- e. Merit Lists / Selection lists of Attached Medical & Dental Colleges will be displayed on the respective college official website.

2. Provisional Admission & Joining in the respective Affiliated College

- a. Candidates selected for admission (as per sequence of aggregate and preferences) shall be informed through NUMS website, SMS and Email. The candidates are advised to be vigilant and carefully check their registered email inbox (or Spam folder) and can also find out their names in the selection lists according to their merit displayed on NUMS website.
- b. **Admission Confirmation Fee:**
Candidates selected on open merit must deposit **Rs. 250,000** to NUMS as an admission confirmation fee, while those selected under the foreign category are required to deposit **Rs. 400,000** for further necessary actions such as payment of remaining fee at respective college and securing the provisional admission.

c. **Timeline of Fee Payment:**

- i. Selected candidates shall be given **02 days** (including the day of displaying selection list and holidays) to deposit the prescribed NUM Admission Confirmation fee (mentioned in para b). Payment can be made using Kuickpay payment services service.
 - ii. After depositing the admission confirmation fee to NUMS, the candidate must submit the remaining dues, in contact with the respective college, for finalization of admission, by or before **the fourth day** from the display of the selection list.
 - iii. **The candidate has a total of four days to complete all payments.** The first two days are given for submitting the admission confirmation fee to the University, with the second day being the final deadline. The remaining two days serve as the last days for submitting the remaining dues to the respective college. Without paying the admission confirmation fee at NUMS, a candidate will not be eligible to make the payment at the college.
 - iv. All candidates are advised to adhere strictly to these timelines to secure their admission.
 - v. Those who fail to deposit their fee within due date, shall be excluded from the admission process and shall have no right of admission into the said program in the current session and the next applicant on the merit list will be offered admission accordingly.
- d. Candidates admitted to their 1st preference are excluded from subsequent rounds.
- e. Candidates selected for their second, third, fourth, and subsequent preferences, and made all payments, may be upgraded to a college ranked higher in their preference list as per merit and availability of seat.

Note: For admission finalization, physical reporting in person to the respective college is not mandatory. Candidates may pay the remaining dues online or through any other method prescribed by the college, within timeline.

3. Subsequent Lists / Upgradation

- a. The upgradation process will only be applicable to candidates who submit the required fee both at NUMS and in affiliated college within the specified timeline for payment of all dues **which is on or before the 4th day after the selection list is displayed.**
- b. Candidates who do not complete fee payment at both NUMS and the affiliated college, or who pay at only one of the two, will be considered **ineligible** for the upgradation process.
- c. The up-gradation herein means, shift, on merit, to a college named higher in the preference order by the candidate, in case of creation of vacancy in that college.
- d. The candidate shall only be up-graded to a college he/she has listed in his/her order of preference in case a seat is available and the merit of the candidate corresponds with that of the college.

- e. If candidate is considered for upgradation in subsequent lists, there will be mandatory shift of the candidate to a college ranked higher in preference order. No exceptions will be made under any circumstances.
- f. In case of upgradation, the fee paid to the initially allotted college will be transferred to the higher preference college by the previous institution.
- g. NUMS holds the right to stop the upgradation process, after displaying certain number of upgradation lists. Afterwards, no further upgradation will take place and candidates will stay in the last college they were admitted to. Any vacant seats at that stage will be filled in accordance with the vacant seat policy.

4. Refund Process

a. Admission Confirmation Fee

Upon finalization of admission process of session 2025-26, the admission confirmation fee (Rs. 250,000 for Open Merit / Rs. 400,000 for Foreign Category) submitted at NUMS will be forwarded to the respective college in which the candidate is finally admitted for the 2025–26 session. If a candidate requests a refund **before** the fee is transferred to the college, NUMS will refund the full amount.

For a refund, the candidate must submit a request to NUMS via their registered email, along with the required documents as specified in the refund application form available on the NUMS website. The refund process may take a minimum of four weeks from the date the application is received.

After the fee has been remitted to the college, NUMS will inform the candidate accordingly and in this case, the candidate must apply directly to the concerned college for a refund, which will be processed according to the respective college's refund policy.

b. Fee Submitted in Respective College

In case, candidate does not desire to continue admission in the NUMS respective college, due to any reason, he/she must request fee refund from the college they are presently admitted to. Refund will be processed in accordance with the respective college's refund policy. In case of upgradation, the fee paid to the initially allotted college will be transferred to the higher preference college by the previous institution.

5. Joining of Selected Candidates to Affiliated Colleges

- a. All the admitted candidates will report to college as per schedule and joining instructions issued by the respective college along with the NUMS offer letter.
- b. All admitted candidates shall have to submit all original documents, along with the attested

copies, at the time of joining in the college.

- c. Confirmation of admission will be subject to the payment of all dues, scrutiny and verification of original identity and academic documents by the College.

6. List of Documents to be Submitted in College at the time of Joining

Open Merit Seat

1. Passport size Photograph
2. Copy of Candidate & Father CNIC/NICOP/Passport
3. Domicile (where applicable)
4. Original SSC Mark sheet & Certificate attested by IBCC
5. Original HSSC Mark Sheet & Certificate attested by IBCC
6. Original Transcript / Certificates of O/A Level
7. IBCC Equivalence for O-Level & A-Level
8. Copy of NUMS (MDCAT) - 2025 Result
9. Undertaking Form (Uploaded at the time of submission of application)

Foreign Seat

1. Passport size Photograph
2. Copy of Candidate & Father CNIC/NICOP/Passport
3. Original SSC Mark sheet & Certificate attested by IBCC
4. Original HSSC Mark Sheet & Certificate attested by IBCC
5. Original Transcript & Certificates of O-Level/10th Grade
6. IBCC Equivalence for O-Level/10th Grade
7. Original Transcript & Certificates of A-Level/12th Grade
8. IBCC Equivalence for A-Level/12th Grade
9. Certificate from the institution last attended for intermediate education
10. Copy of NUMS (MDCAT)-2025 Result / Valid MCAT (USA) / Valid UCAT (UK) (**whichever is applicable**)
11. Undertaking Form (Uploaded at the time of submission of application)

QIMS/QCD Category Seat

1. Passport size Photograph
2. Copy of Candidate & Father CNIC/NICOP/Passport
3. Domicile & Local Certificate (where applicable)
4. Original SSC Mark sheet & Certificate attested by IBCC
5. Original HSSC Mark Sheet & Certificate attested by IBCC
6. Original Transcript / Certificates of O/A Level
7. IBCC Equivalence for O-Level & A-Level
8. Copy of NUMS (MDCAT) - 2025 Result
9. Shahadat Certificate (where applicable)
10. Proof / Certificate of Income duly signed by DC of respective district

11. Attested Copy of Department in case of LEA
12. Undertaking Form (Uploaded at the time of submission of application)

PCs/ASCs/MCs/Wards of Naval/Air HQ

1. Passport size Photograph
2. Copy of Candidate & Father CNIC/NICOP/Passport
3. Domicile (where applicable)
4. Original SSC Mark sheet & Certificate attested by IBCC
5. Original HSSC Mark Sheet & Certificate attested by IBCC
6. Original Transcript / Certificates of O/A Level
7. IBCC Equivalence for O-Level & A-Level
8. Copy of NUMS (MDCAT) - 2025 Result
9. Nomination Letter for Quota Seat (where applicable)
10. Undertaking Form (Uploaded at the time of submission of application)

7. General Instructions

- a. There shall be no request or claim for mutual transfer, status retention, or down gradation under any circumstances.
- b. If candidate admitted against Open Merit as well as W&R category Seat, he/she will avail only one seat by choice and let the other seat forgo, by submitting a written statement.
- c. Whenever two or more than two candidates are bracketed, i.e., they have exactly the same aggregate percentage after calculation, the tie shall be broken in the following steps (in the same order).
 - i. The one senior in age will be given preference.
 - ii. The one having higher marks in MDCAT will be given preference.
 - iii. The one having higher marks in HSSC/equivalent 12th grade examination will be given preference.
 - iv. The one having higher marks in SSC/equivalent examination will be given preference, and if the tie still continues.

8. Mandatory Disclosure and Cancellation of Prior Admission: PM&DC Regulation Compliance

As per PM&DC admission regulations, at the time of accepting admission, you are under obligation to disclose to NUMS if a prior admission has been accepted by you to any other Public/Private Sector Medical/Dental college. You must also inform, in writing, to the prior college, for cancellation of your acceptance there with a copy to NUMS and PM&DC. As per PM&DC regulation 2023-24, Para 05(14) **“Failure by a student to cancel the prior acceptance of admission shall render all subsequent admission offers to the student as void and the student shall be ineligible for admission.”**