

**Attachment -1****Sample of the service-wise citizen's charter to be published on the website.****Department/Office Name: - Directorate of Medical Education and Research****Scheme Name: - Rajarshri Chhatrapati Shahu Maharaj Fee Reimbursement Scheme**

1.	Brief Details of the service	The Rajarshri Chhatrapati Shahu Maharaj Education Fee Reimbursement Scheme has been implemented for candidates admitted to health science courses in the Open/EWS/SEBC categories. Benefit: 50% of the tuition and examination fees.
2.	Required documents (List)	<ul style="list-style-type: none"><li>• Parents' income certificate. (Open/EWS)</li><li>• Non-creamy layer certificate is required for candidates belonging to the SEBC category.</li><li>• The CAP round certificate issued by the State CET Cell. (This condition will not apply to candidates seeking admission to an institution under a deemed university.)</li><li>• Domicile certificate.</li><li>• New applicants must submit their HSC mark sheet (not applicable for renewals).</li><li>• Mark sheet of the previous year. (For renewal applications only)</li></ul>
3.	Department website for applying online	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
4.	Required fees (if applicable)	NIL
5.	Payment method	NIL
6.	Time required for approval	30 DAYS
7.	Competent authority granting approval	Director, Medical Education and Research, Mumbai
8.	Appellate officer for service-related grievance redressal	Director, Medical Education and Research, Mumbai

**Attachement – 2**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the service (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Rajarshri Chhatrapati Shahu Maharaj Fee Reimbursement Scheme.	30 Days	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

**Attachement - 3**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the Scheme (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Rajarshri Chhatrapati Shahu Maharaj Fee Reimbursement Scheme.	30 Days	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

## Attachement – 4

**Sample of the citizen's charter for each scheme to be published on the website**

**Department/Office Name :- Directorate of Medical Education and Research**

**Scheme Name:- Rajarshri Chhatrapati Shahu Maharaj Fee Reimbursement Scheme**

1	Brief details of the plan	<ul style="list-style-type: none"> <li>Under this scheme, 50 percent of the tuition and examination fees are reimbursed for students from the Open/EWS/SEBC categories applying to government/municipal/aided/private unaided colleges offering MBBS, BDS, BAMS, BHMS, BPTH, B.Sc Nursing, BOTh, BUMS, BP and O, and BASLP courses.</li> </ul>																					
2	Eligibility criteria for the scheme	<ul style="list-style-type: none"> <li>This scheme will be applicable for Open/EWS/SEBC candidates..</li> <li>The family's combined annual income is ₹8 lakh or less (Open/EWS).</li> <li>Candidates in the SEBC category are required to have a Non-Creamy Layer certificate.</li> <li>Domicile certificate of Maharashtra state is required.</li> <li>Admission must be obtained through the Centralized Admission Process (CAP). [Not applicable to students admitted through the institutional quota or at the institute level]</li> <li>Minimum 50% attendance in the previous semester (exception for those newly admitted to the college)</li> <li>During the course of study, there should not be a gap of two years or more for the candidate.</li> <li>The above conditions will apply to candidates seeking admission to an institution under a deemed university; only the condition of admission through a central system has been relaxed.</li> <li>As per Government Resolution No. CTC-2020/Proc.23/Tech.Edu-4 dated 23/02/2023, students pursuing professional courses under the control of various administrative departments in deemed universities in the state, and who are eligible for reimbursement of examination fees and tuition fees as per the prevailing policy of the State Government, have been made eligible for the benefits of the Rajarshi Chhatrapati Shahu Maharaj Education Fee Scholarship Scheme from the academic year 2022-23. As per the provisions of the said Government Resolution, approval has been granted for the Medical Education and Drugs Department to disburse scholarships to economically backward class students pursuing health science courses in deemed universities.</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Sr. No.</th><th style="text-align: center;">subjects</th><th style="text-align: center;">Weighted Avg (Institute wise tuition fees x total Institute number of Students/ Total No. of students)</th></tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td><td>MBBS</td><td style="text-align: right;">9,11,738/-</td></tr> <tr> <td style="text-align: center;">2.</td><td>BDS</td><td style="text-align: right;">3,39,853/-</td></tr> <tr> <td style="text-align: center;">3.</td><td>BAMS</td><td style="text-align: right;">1,90,847/-</td></tr> <tr> <td style="text-align: center;">4.</td><td>BHMS</td><td style="text-align: right;">80,996/-</td></tr> <tr> <td style="text-align: center;">5.</td><td>B.Sc. Nursing</td><td style="text-align: right;">78,731/-</td></tr> <tr> <td style="text-align: center;">6.</td><td>P.B.B.Sc. Nursing</td><td style="text-align: right;">78,372/-</td></tr> </tbody> </table>	Sr. No.	subjects	Weighted Avg (Institute wise tuition fees x total Institute number of Students/ Total No. of students)	1.	MBBS	9,11,738/-	2.	BDS	3,39,853/-	3.	BAMS	1,90,847/-	4.	BHMS	80,996/-	5.	B.Sc. Nursing	78,731/-	6.	P.B.B.Sc. Nursing	78,372/-
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		<table border="1"> <tr> <td>7.</td><td>BPTH</td><td>1,17,337/-</td></tr> </table> <p>Based on the report of Hon'ble Justice Shri M. N. Gilani (Retd.), 50 percent of the annual tuition fee for students in the open/EWS category pursuing professional courses at deemed universities in the state is reimbursed in the form of a scholarship. This amount is calculated by applying a 20 percent discounting factor to the aforementioned fee, which is determined using the weighted average formula based on the number of students.</p>	7.	BPTH	1,17,337/-
7.	BPTH	1,17,337/-			
3	Documents required for the scheme	<ul style="list-style-type: none"> <li>• Parents' income certificate. (Open/EWS)</li> <li>• A non-creamy layer certificate is required for candidates belonging to the SEBC category.</li> <li>• Domicile certificate.</li> <li>• The CAP round certificate issued by the State CET Cell. (This condition will not apply to candidates seeking admission to an institution under a deemed university.)</li> <li>• New applicants must submit their HSC mark sheet (not applicable for renewals).</li> <li>• Mark sheet of the previous year. (For renewal applications only)</li> </ul>			
4	The department's website for applying for the scheme online.	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>			
5	Required fees (if applicable)	NIL			
6	Payment method	NIL			
7	The time required for plan approval	30 DAYS			
8	Competent authority approving the plan	Director, Medical Education and Research, Mumbai			
9	Grievance redressal officer for the scheme	Director, Medical Education and Research, Mumbai			

## Attachement – 1

**Sample of the service-wise citizen's charter to be published on the website.**

**Department/Office Name :- Directorate of Medical Education and Research**

**Scheme Name:- Dr. Panjabrao Deshmukh Hostel Maintenance Allowance**

1.	Brief Details of the service	Dr. Panjabrao Deshmukh Hostel Maintenance Allowance Reimbursement Scheme
2.	Required documents  (List)	<ul style="list-style-type: none"><li>• Parents' income certificate.</li><li>• Domicile certificate.</li><li>• The CAP round certificate issued by the State CET Cell.</li><li>• Registered laborers/small farmers are required to submit a proof letter sanctioned by the Tehsildar.</li><li>• Affidavit/Hostel Certificate</li><li>• New applicants must submit their HSC mark sheet (not applicable for renewals).</li><li>• Mark sheet of the previous year. (For renewal applications only)</li></ul>
3.	Department website for applying online	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
4.	Required fees (if applicable)	NiL
5.	Payment method	NiL
6.	Time required for approval	30 DAYS
7.	Competent authority granting approval	Director, Medical Education and Research, Mumbai
8.	Appellate officer for service-related grievance redressal	Director, Medical Education and Research, Mumbai

**Attachement – 2**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the service (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Dr. Panjabrao Deshmukh Hostel Maintenance Allowance	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

**Attachement – 3**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the Scheme (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Dr. Panjabrao Deshmukh Hostel Maintenance Allowance	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

#### Attachement - 4

#### Sample of the citizen's charter for each scheme to be published on the website

**Department/Office Name:- Directorate of Medical Education and Research**

**Scheme Name :- Dr. Panjabrao Deshmukh Hostel Maintenance Allowance**

1.	Brief details of the plan	The Panjabrao Deshmukh Hostel Maintenance Allowance Scheme provides a hostel maintenance allowance to students applying for MBBS, BDS, BAMS, BHMS, BPT, BOT, B.Sc. Nursing, BUMS, BP&O, and BASLP courses in government/municipal/aided and private unaided colleges. For this scheme, the parents' annual income must be ₹8 lakhs or less.
2.	Eligibility criteria for the scheme	<ul style="list-style-type: none"><li>• The applicant must be an Indian citizen and a domicile of Maharashtra.</li><li>• This scheme will be applicable to students from the Open/EWS/SEBC categories.</li><li>• The candidate must have gained admission through the Centralized Admission Process (CAP).</li><li>• Not applicable to students of deemed universities and those admitted through the management quota/institutional level.</li><li>• During the course of study, there should not be a gap of two years or more in the candidate's education.</li><li>• Students who have taken admission to a hostel (in the case of private hostels or paying guest accommodations, an agreement with the owner will be required). Such students will be eligible for this scheme.</li><li>• Children of small landholding farmers or registered laborers are paid Rs. 30,000/- (for students in metropolitan cities) Rs. 20,000/- (for students in other parts of the state, excluding metropolitan cities) annually (for students in states other than metropolitan areas). There is no limit on parental income or the number of students.</li><li>• A scholarship of Rs. 10,000/- (for students in metropolitan cities) and Rs. 8,000/- (for students in other parts of the state, excluding metropolitan cities) is paid annually to non-professional students from economically weaker sections whose parents' income is less than Rs. 1.00 lakh. There is no limit on the number of students for this scholarship.</li><li>• Financial assistance of Rs. 10,000/- (for students in metropolitan cities) and Rs. 8,000/- (for students in other parts of the state, excluding metropolitan cities) is provided annually to non-professional students from economically weaker sections whose parents' income is between Rs. 1.00 lakh and Rs. 8.00 lakh. However, the number of students eligible for this scholarship is limited to a maximum of 500 students per district. This scholarship is awarded on the basis of merit.</li></ul>
3.	Documents required for the scheme	<ul style="list-style-type: none"><li>• Parents' income certificate.</li><li>• Domicile certificate.</li><li>• The CAP round certificate issued by the State CET Cell.</li><li>• Registered labourers/small farmers are required to submit a certificate approved by the Tehsildar.</li></ul>

		<ul style="list-style-type: none"> <li>• New applicants must submit their HSC mark sheet (not applicable for renewals).</li> <li>• Mark sheet of the previous year. (For renewal applications only)</li> <li>• Non-creamy layer certificate is required for candidates belonging to the SEBC category.</li> </ul>
4.	The department's website for applying for the scheme online.	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
5.	Required fees (if applicable)	NIL
6.	Payment method	NIL
7.	The time required for plan approval	30 DAYS
8.	Competent authority approving the plan	Director, Medical Education and Research, Mumbai
9.	Grievance redressal officer for the scheme	Director, Medical Education and Research, Mumbai



### Attachement - 1

**Sample of the service-wise citizen's charter to be published on the website.**

**Department/Office Name :- Directorate of Medical Education and Research**

**Scheme Name :- Reimbursement of tuition fee and examination fee for girls under Rajarshri Chhatrapati Shahu Maharaj Tuition Fee Scholarship Scheme (100% Tuition Fee + Exam Fee)**

1.	Brief Details of the service	Reimbursement of tuition and examination fees for girls admitted to Health Sciences courses under the Rajarshri Chhatrapati Shahu Maharaj Education Fee Reimbursement Scheme for Open/EWS/SEBC categories (100% tuition fees + examination fees) Income limit - Rs. 8 lakhs or less Benefit - 100 percent of tuition and examination fees
2.	Required documents  (List)	<ul style="list-style-type: none"><li>• Parent's income certificate. (For Open/EWS category)</li><li>• Non-creamy layer certificate is required for SEBC category candidates.</li><li>• Domicile certificate.</li><li>• CAP Round certificate issued by the State CET Cell.</li><li>• New applicants must submit their HSC mark sheet (not applicable for renewal).</li><li>• Mark sheet of the previous year. (Only for renewal applications)</li></ul>
3.	Department website for applying online	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
4.	Required fees (if applicable)	NIL
5.	Payment method	NIL
6.	Time required for approval	30 DAYS
7.	Competent authority granting approval	Director, Medical Education and Research, Mumbai
8.	Appellate officer for service-related grievance redressal	Director, Medical Education and Research, Mumbai

### **Attachement - 2**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the service (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Reimbursement of tuition fee and examination fee for girls under Rajarshri Chhatrapati Shahu Maharaj Tuition Fee Scholarship Scheme (100% Tuition Fee + Exam Fee)	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

### **Attachement - 3**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education and Research**

Sr. No.	Scheme Name	Time limit for approving the Scheme (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Reimbursement of tuition fee and examination fee for girls under Rajarshri Chhatrapati Shahu Maharaj Tuition Fee Scholarship Scheme (100% Tuition Fee + Exam Fee)	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

#### Attachement - 4

**Sample of the citizen's charter for each scheme to be published on the website**

**Department/Office Name :- Directorate of Medical Education and Research**

**Scheme Name :- Reimbursement of tuition fee and examination fee for girls under Rajarshri Chhatrapati Shahu Maharaj Tuition Fee Scholarship Scheme (100% Tuition Fee + Exam Fee)**

1.	Brief details of the plan	<p>The scheme provides 100% reimbursement of tuition and examination fees for eligible female students applying for MBBS, BDS, BAMS, BHMS, BPTH, BOTH, B.Sc Nursing, BUMS, BP&amp;O, and BASLP courses in government-aided/municipal/private unaided colleges affiliated with Maharashtra University of Health Sciences.</p> <p>Beneficiary Category: EBC/OPEN/SEBC.</p> <ul style="list-style-type: none"><li>Benefit: 100% of tuition and examination fees.</li></ul>
2.	Eligibility criteria for the scheme	<ul style="list-style-type: none"><li>The applicant must be an Indian citizen and a domicile of Maharashtra.</li><li>This scheme is applicable to students belonging to the Open/EWS/SEBC categories.</li><li>Non-Creamy Layer certificate is mandatory for candidates belonging to the SEBC category.</li><li>Domicile Certificate of Maharashtra State is required.</li><li>Admission must be obtained through the Centralized Admission Process (CAP). [Not applicable to students admitted through the institutional quota or at the institutional level]</li><li>Minimum 50% attendance in the previous semester (exception for students newly admitted to the college).</li><li>There should not be a gap of 2 or more years in the candidate's studies during the course duration.</li></ul>
3.	Documents required for the scheme	<ul style="list-style-type: none"><li>Parents' income certificate. (For Open/EWS category)</li><li>Non-creamy layer certificate is required for SEBC category candidates.</li><li>Domicile certificate.</li><li>CAP Round certificate issued by the State CET Cell.</li><li>New applicants must submit their HSC mark sheet (not applicable for renewal).</li><li>Previous year's mark sheet. (Only for renewal applications)</li></ul>
4.	The department's website for applying for the scheme online.	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
5.	Required fees (if applicable)	NIL
6.	Payment method	NIL
7.	The time required for plan approval	30 DAYS
8.	Competent authority approving the plan	Director, Medical Education and Research, Mumbai
9.	Grievance redressal officer for the scheme	Director, Medical Education and Research, Mumbai

## Attachement - 1

Sample of the service-wise citizen's charter to be published on the website.

**Department/Office Name :- Directorate of Medical Education Research**

**Scheme Name:- Scholarship for students of minority communities pursuing Higher and Professional courses(DMER)**

1.	Brief Details of the service	Scholarship for students of minority communities pursuing Higher and Professional courses (DMER)
2.	Required documents  (List)	<ul style="list-style-type: none"><li>• School Leaving Certificate</li><li>• New applicants are required to submit their HSC mark sheet (not applicable for renewals)</li><li>• Parents' income certificate/Form No. 16.</li><li>• Minority community certificate / Affidavit stating that the candidate belongs to a minority community.</li><li>• Domicile certificate</li><li>• Mark sheet of the previous year. (Only for renewal applications)</li></ul>
3.	Department website for applying online	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
4.	Required fees (if applicable)	NIL
5.	Payment method	NIL
6.	Time required for approval	30 DAYS
7.	Competent authority granting approval	Director, Medical Education and Research, Mumbai
8.	Appellate officer for service-related grievance redressal	Director, Medical Education and Research, Mumbai

**Attachement - 2**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name:- Directorate of Medical Education Research**

Sr. No.	Scheme Name	Time limit for approving the service (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Scholarship for students of minority communities pursuing Higher and Professional courses (DMER)	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

**Attachement - 3**

**Sample of the scheme-wise Citizen's Charter to be displayed in the prominent area of the department/office.**

**Department/Office Name :- Directorate of Medical Education Research**

Sr. No.	Scheme Name	Time limit for approving the Scheme (in working days)	Authority/officer approving the Scheme	In case of delay, the concerned officer for filing a complaint.
1.	Scholarship for students of minority communities pursuing Higher and Professional courses (DMER)	30 DAYS	Director, Medical Education & Research, Mumbai	Director, Medical Education & Research, Mumbai

## Attachement – 4

**Sample of the citizen's charter for each scheme to be published on the website**

**Department/Office Name :- Directorate of Medical Education Research**

**Scheme Name :- Scholarship for students of minority communities pursuing Higher and Professional courses(DMER).**

1.	Brief details of the plan	This scheme will be applicable to candidates from minority communities (Muslim, Buddhist, Christian, Jain, Sikh, Parsi, Jews) admitted to health science courses. Benefit: An amount of ₹50,000 or the examination fee, whichever is less, is given as a scholarship.
2.	Eligibility criteria for the scheme	<ul style="list-style-type: none"><li>For minority students admitted to MBBS, BDS, BAMS, BHMS, BUMS, BPTth, BOTth, BASLP, BP&amp;O, BSc Nursing, MSc Nursing, BPM, Ophthalmic Assistant, Optometry, PB BSc Nursing and other courses affiliated with Maharashtra University of Health Sciences, Nashik.</li><li>The candidate must belong to a minority community.</li><li>Family's annual income should be less than or equal to ₹8,00,000.</li><li>Students admitted to health science courses based on marks obtained in CET/competitive examinations/HSC will be eligible for benefits under this scheme.</li><li>The candidate must be a domicile of Maharashtra state.</li><li>Minimum 50% attendance is required in the previous session (for renewal).</li><li>During the course duration, there should not be a gap of two or more years in the candidate's education.</li></ul>
3.	Documents required for the scheme	<ul style="list-style-type: none"><li>School Leaving Certificate</li><li>New applicants are required to submit their HSC mark sheet (not applicable for renewals)</li><li>Parents' income certificate/Form No. 16.</li><li>Minority community certificate / Affidavit stating that the candidate belongs to a minority community.</li><li>Domicile certificate</li><li>Mark sheet of the previous year. (Only for renewal applications)</li></ul>
4.	The department's website for applying for the scheme online.	<a href="https://mahadbt.maharashtra.gov.in/">https://mahadbt.maharashtra.gov.in/</a>
5.	Required fees (if applicable)	NIL
6.	Payment method	NIL
7.	The time required for plan approval	30 DAYS
8.	Competent authority approving the plan	Director, Medical Education and Research, Mumbai
9.	Grievance redressal officer for the scheme	Director, Medical Education and Research, Mumbai