



**POST-DOCTORAL FELLOWSHIP
HEAD-NECK SURGERY & ONCOLOGY
JULY- 2025 SESSION
AIIMS, Guwahati**



अखिल भारतीय आयुर्विज्ञान संस्थान, गुवाहाटी

All India Institute of Medical Sciences, Guwahati

Changsari, Guwahati – 781101

www.aiimsguwahati.ac.in

Important Dates at a Glance

Keep checking the Institute website regularly for any updates

S No	Head-Neck Surgery and Oncology Fellowship procedural steps	Dates (Tentative)
1.	Date of publication of advertisement, Application & Prospectus on the web portal	28 th April 2025
2.	Last date of submission of application	19 th May 2025
3.	Issue of Admit card/ email intimation for the entrance test to the eligible candidates	26 th May 2025
4.	Written examination (MCQ) documents verification (DV) & interview at AIIMS Guwahati	3 rd June 2025
5.	Declaration of result	10 th June 2025
6.	Enrolment in the fellowship	1 st July 2025

Note: The dates shown in the above table are tentative. Any corrigendum or revision of the advertisement or any other information regarding this admission process will be posted on the official website of AIIMS, Guwahati only in due course. Candidates are advised to visit the website regularly for updated information in this regard.

Introduction

The All India Institute of Medical Sciences-Guwahati (AIIMS-G) is an autonomous Institute of National Importance under the Ministry of Health & Family Welfare - Government of India. It was established under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY) in May 2017. AIIMS-G started its academic activities from 12th January, 2021 from a temporary campus adjacent to Guwahati Medical College, Guwahati, Assam. AIIMS-G has started functioning from the permanent campus of the Institute at Changsari, Guwahati from March, 2022. The Institute was inaugurated by the Honourable Prime Minister of India on 14th April 2023. The aim of the Institute is to develop into a state-of-the-art facility that caters to the three- pronged approach adopted by the AIIMS institutions, namely, Quality Medical Education, Evidence based Patient Care, and Cutting-edge Research. The Institute envisages to establish a center of excellence in medical education, training, health care and research imbued with scientific culture, compassion for the sick and commitment to serve the underserved.

Head-Neck Surgery and Oncology is a subspecialty within the ENT Head and Neck Surgery department. Being a premier Institute AIIMS, Guwahati has all the necessary infrastructure and other requisites for training the much-needed manpower in head-neck surgery and oncology. The Department of ENT-Head and Neck Surgery has full strength faculties for starting Fellowship in Head-Neck Surgery and Oncology in collaboration with Radiation-Medical Oncology department. The aim of the programme is

to impart the specific knowledge, skills, and attitudes required for a fellow in Head-Neck Surgery and Oncology. On completion of the fellowship, the fellow will be able to independently perform head and neck onco-ablative surgeries including microvascular free flap for reconstructive surgery with a research mind and professional attitude.

Educational Strategies

- a. **Training System:** Full-time basis Residency program
- b. **Duration of the course:** 24 months Full-time residency fellowship program
- c. **Number of Seats:** One seat per session (Twice a year) July and January session
- d. **Eligibility for admission to Head-Neck Surgery and Oncology Fellowship programme:** Candidates who have passed any of the mentioned degrees: 1. M.S (Otorhinolaryngology) 2. M.S (General Surgery) 3. D.N.B (Otorhinolaryngology) 4. D.N.B (General Surgery)

Submission of Application:

1. The application for admission to the post-doctoral fellowship will be made available on AIIMS, Guwahati official website i.e. www.aiimsguwahati.ac.in. The link for submission of online applications along with other relevant information will be activated on the date of notification. Any Amendment/Rectification/Change/Editing in the application is NOT allowed after final submission of application. Applicants may note that any correspondence will NOT be entertained in this regard. Inadequately filled / incomplete applications will be summarily rejected.
2. Candidates are to fill the application form, scan the filled form along with certificates and the payment receipt as a single PDF document and upload the same in the link provided in the website

DOCUMENTS TO BE SUBMITTED WITH APPLICATION FORM:

- A. MBBS certificate.
 - B. MS/DNB Degree Certificate/Provisional Certificate in the concerned specialty.
 - C. Certificate of age/ Date of Birth.
 - D. Internship completion certificate.
 - E. Permanent Registration Certificate of MBBS/MS/DNB issued by MCI/NMC or any State Medical council.
3. The applicants already in service shall have to produce “No Objection Certificate” from their present employer at the time of Interview/document verification.
 4. The decision of the Competent Authority of AIIMS, Guwahati in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
 5. Any corrigendum / Addendum or revision of the advertisement or any other information regarding this recruitment will be posted on the official website of AIIMS Guwahati i.e. <https://aiimsguwahati.ac.in> only in due course. Candidates are advised to visit the website regularly for updated information in this regard.

Application Fees:

At the time of submission of application for the entrance examination of the fellowship

- i. **General/OBC Category:** Rs.1500/- + Transaction Charges as applicable
- ii. **SC/ST/EWS Category:** Rs.1200/- + Transaction Charges as applicable
- iii. **PWBD Candidates are exempted from any Fee**
- iv. **Mode of payment: by online mode (NEFT/RTGS/UPI etc)**

Account Name – AIIMS Guwahati

Account no – 40132694932

IFSC Code- SBIN0064360

For any payment related problem and queries mail – account-office@aiimsguwahati.ac.in

1. The fee once remitted will not be refunded under any circumstances
2. Applications without the prescribed fee will not be considered and summarily rejected.

Maximum Age-limit: -

1. Not exceeding 45 (Forty-five) years as on the date of publishing this notification in Institute website.
2. Upper age limit shall be determined as on the date of publishing this notification in Institute website.
3. Age relaxation permissible to various categories is as under: -

Sl. No.	Category	Age relaxation permissible beyond the upper age limited
01	SC/ST	05 years
02	OBC	03 years
03	PwD (OPH)	10 years

Age relaxation to other categories of the candidates will also be applicable as per the DoPT instructions. However, age relaxation will be regulated as per the DoPT instructions.

4. The candidates are to satisfy all eligibility criteria. They must possess the educational qualification as recognized by the Govt. of India. Their candidature will be cancelled at any stage if it is found that their educational qualification or certificate is not recognized by the Govt. of India.

Method of Selection

Selection for the fellowship will be through a two-stages performance evaluation as described below.

A. Written examination, 80 marks: will comprise of MCQ based written examination of 2 hours duration.

- i. The marking scheme for the written examination will be as follows:
 - a. Each correct answer will be awarded one mark.
 - b. More than one answers will be treated as a wrong answer and awarded zero mark.
 - c. Zero mark will be given to question(s) not answered/unattempt.
 - d. Overlapping answer/marking extending to another answer will also be awarded zero mark.
 - e. There will not be any negative marking.

ii. The candidates who secure $\geq 50\%$ in written examination (i.e,40 marks) will be eligible for interview. **However, the number of candidates called for interview shall not exceed six times the number of seats advertised.**

B. Interview: Candidates will undergo an institute/departmental viva/assessment for a maximum of 20 marks.

Preparation of final list of selected candidates and counselling:

1. The sum total of marks awarded in written examination and interview will be used to determine the final merit list of the candidates.
2. A minimum of 50% marks in written examination and interview shall be eligible for admission.
3. After entrance examination result is declared, the selection letters will be issued to the selected candidates.
4. The selected candidates will produce originals of certificates along with one set of xerox copy at the time of counselling.

Summary of Examination Pattern		
1.	Mode/Type of Examination	Offline Objective Type and Interview
2.	Date and Timing of written examination and interview. (Displayed on notice board/website)	3 rd June 2025
3.	Venue of Examination	AIIMS Guwahati
4.	Minimum marks in the written examination to be eligible for an interview	Minimum 50% marks (40 marks) to be eligible for interview
5.	Total Marks (written examination and interview)	80+20 =100
6.	Cut-off mark to be eligible for admission to the fellowship	Minimum 50% marks to be considered eligible in the merit list for admission

Stipend/ Emoluments: Emoluments as applicable to the post of Senior Resident

GUIDLINE FOR CANDIDATE WHO ARE ALREADY DOING SENIOR RESIDENT

Senior residents already working at AIIMS Guwahati, need to obtain NOC from the HOD of the department to sit for the exam. If the candidate is selected for the Fellowship, the candidate has to resign from the post of Senior Resident.

Course Fees:

- i. Each candidate selected for admission will have to pay the following fees during the course duration:

Sl. No.	Head	Fees (in Rs)	Duration
1	Registration Fee	1000/-	2 Years
2	Tuition fee	2000/-	2 Years
3	Laboratory fee	150/-	2 Years
4	Pot fund	750/-	2 Years
5	PDF certificate fees	1,000/-	2 Years
6	Library fees	500/-	2 Years
7	Electricity	250/-	2 Years
8	Gymkhana fee	150/-	2Years
9	Caution money	100/-	2 Years
Total (Rs)		5,900/-	2 Years

- ii. The above is the current fee structure and is subject to periodic revision.
- iii. **All fees are payable at the time of admission. The fee shall be valid for a period of 2 years. In case the candidate is unable to complete his/her fellowship in two years, the same amount shall have to be deposited for another period of 2 years.**
- iv. Fees and other charges including once paid shall not be refunded in any case and no correspondence will be entertained in this connection. However, the caution money will be refunded to those candidates who do not join the course. The caution money must be claimed within one year after completion of the course failing which it will be forfeited.

Hostel Accommodation: As per availability and rules of the Institute.

The admission is subject to verification of original Degree/ certificate of educational qualifications, medical council registration, date of birth and caste certificate etc.

Queries:

Any queries related to fellowship admission may be addressed to dean-academic@aiimsguwahati.ac.in



All India Institute of Medical Sciences, Guwahati

(A statutory body under the aegis of Ministry of Health and Family Welfare, GoI) Changsari, Kamrup, Assam - 781101

APPLICATION FORM FOR POST-DOCTORAL FELLOWSHIP IN HEAD-NECK SURGERY & ONCOLOGY

Advertisement No.		Please attach recent passport size photo
Name of the Fellowship		

Personal details (in Block Letters)

1. Full Name																			

2. Father's/ Husband's Name																			

3. Address for Corresponden ce																				

4. Permanent Address																				

5. E-mail ID	
6. Phone/ Mobile No	

7. Date	D	D	M	M	Y	Y	Y	Y	8. Nationality	
---------	---	---	---	---	---	---	---	---	----------------	--

of Birth									9. Name of the state to which you belong	
									10. Gender	

8. Category	UR	OBC	SC	ST

9. If Physically Challenged (OPH Category) Percentage Disability	
--	--

10. Details of Educational Qualifications					
Examination Passed	University/ Board/ Institution of Examination	Marks (%)		Month, Year of Passing	No. Attem pts
Secondary (10 th)					
Senior Secondary (12 th)					
MBBS		1 st MBBS			
		2 nd MBBS			
		3 rd MBBS Part-I			
		3 rd MBBS Part-II			
FMGE (if applicable)					
MS/DNB					

11. Post PG work experience if any			
Name of post	Name of Institute	Duration	
		From	To

12. Number of Publications and detail of Publications (if any)-

Sl. No	Details of Publication

13.Details of Application Fee: **Transaction ID**_____ **Date**_____ **Amount Rs.**__

Please bring all the originals as supporting documents for all the items filled in the application form and 02 sets of attested photocopies of related documents at the time of interview

Declaration:

I hereby declare that entries made in this form as above are true and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect, my candidature/ services are liable to be terminated without any notice. I _____ agree to abide by the terms and conditions of the institute.

Place:
Date:

Signature of the Candidate

Name: