



COUNSELLING DOCUMENTATION GUIDE

Goa NEET UG Documents

Every document a Goa candidate needs — the national papers every applicant must carry, plus the DTE state-quota proofs. What each one is, how to get it, what it costs, and the mistakes that cost a seat.

Covers both pools. As a Goa candidate you are considered for the 85% state quota (Directorate of Technical Education) and the 15% All India Quota (MCC). This guide is complete on its own — you do not need any other document to follow it.

Goa asks for one of the longest residence records in the country

To qualify for the Goa state quota you must show fifteen years of continuous residence in Goa, certified by the Mamlatdar. The only shortcut is family roots: if a parent or grandparent was born in Goa, the requirement drops to five years. And caste certificates only count if they are in the prescribed proforma from the competent authority — the wrong form or the wrong officer means you are treated as General.

The two Goa traps

Fifteen years, certified by the Mamlatdar. The residence certificate must show fifteen years of continuous residence in Goa immediately before applying. It drops to five years only if a parent or grandparent was born in Goa.

Caste certificate must be in the prescribed proforma. A reserved-category certificate that is not in the Goa proforma from the competent authority is not accepted, and you are considered for the General category only.

Urgency key: **START NOW** long lead time, apply months ahead. **TIME-BOUND** expires each financial year, must be freshly dated. **STANDARD** straightforward, keep originals ready.

You are in two pools — prepare for both

You are considered for the 85% state quota **and** the 15% All India Quota run by the MCC. The documents below cover both. One difference for AIQ: your OBC certificate must be on the **Central OBC-NCL list in the central format** — a Goa caste / OBC certificate works for the state quota but is **rejected** for AIQ. If you plan to use both, get a central-list OBC-NCL certificate as well.

SECTION 1

Documents every candidate needs

Required for both the Goa state quota and the All India Quota, whatever your category. Carry originals plus 3-4 self-attested photocopies of each.

NEET UG 2026 Admit Card

STANDARD

National Testing Agency (NTA)

WHAT IT IS Proof you sat the exam; carries the roll number and photo used to match you at the verification desk.

HOW TO GET IT Download from neet.nta.nic.in. A fresh admit card is being issued for the 21 June 2026 re-exam — the 3 May card is void.

WHAT IT COSTS Free.

HOW LONG Available online once released (expected mid-June 2026).

NEET UG 2026 Scorecard / Rank Letter

STANDARD

National Testing Agency (NTA)

WHAT IT IS Your percentile, marks and All India Rank — the number the whole allotment runs on.

HOW TO GET IT Download from neet.nta.nic.in after results (expected July 2026).

WHAT IT COSTS Free.

HOW LONG Instant once results are declared.

Class 10 Certificate / Marksheet

STANDARD

Recognised national or state board

WHAT IT IS The accepted statutory proof of date of birth — the board certificate, not a municipal birth certificate.

HOW TO GET IT You already hold it. If lost, apply to your board for a duplicate well before counselling.

WHAT IT COSTS Free if held; duplicate ~Rs.100-500.

HOW LONG Instant if held; 2-4 weeks for a board duplicate.

Class 12 Marksheet + Passing Certificate

STANDARD

Recognised national or state board

WHAT IT IS Proof you cleared 10+2 with Physics, Chemistry, Biology/Biotech and English and met the aggregate (50% Open/EWS, 40% SC/ST/OBC, 45% Open-PwBD).

HOW TO GET IT You already hold it. Must show individual subject marks.

WHAT IT COSTS Free if held.

HOW LONG Instant if held.

Government Photo ID

STANDARD

Aadhaar / PAN / Passport / Voter ID / Driving Licence

- WHAT IT IS** Identity check against the admit card to stop impersonation.
- HOW TO GET IT** Use any valid, unexpired government ID. The name should match across all your documents.
- WHAT IT COSTS** Free if held.
- HOW LONG** Instant if held.

Passport-size Photographs

STANDARD

Same photo as your NTA registration

- WHAT IT IS** For college records. Must be identical to the photograph uploaded during NEET registration.
- HOW TO GET IT** Print 8–12 colour copies from the exact file you uploaded to NTA.
- WHAT IT COSTS** ~Rs.50–150 at a studio.
- HOW LONG** Same day.

Medical Fitness Certificate

STANDARD

Registered allopathic practitioner (MBBS or higher)

- WHAT IT IS** Confirms you are fit for clinical training. Some colleges issue it at reporting; others want it in advance.
- HOW TO GET IT** Get it from a registered MBBS doctor, or at the allotted college's own medical board if they insist on theirs.
- WHAT IT COSTS** Free at a government hospital; Rs.200–1,000 privately.
- HOW LONG** Same day.

Birth certificate: needed only as backup if your Class 10 certificate does not print the exact date of birth.

SECTION

Residence in Goa

This is what makes you a Goa candidate for the 85% quota.

Residence Certificate (15 years)

START NOW

Mamlatdar

WHAT IT IS Proof of fifteen years of continuous residence in Goa immediately preceding the application.

HOW TO GET IT Apply to the Mamlatdar (online or at the office) for a residence certificate stating the continuous period of residence.

WHAT IT COSTS Nominal.

HOW LONG Allow 2–4 weeks; apply early.

Watch out: Reduced to five years only if a parent or grandparent was born in Goa — carry that birth proof if you claim the shorter period.

HSSC (Class 12) from a Goa institution

STANDARD

Goa school / board

WHAT IT IS Supports local academic qualification — passing the qualifying exam from a school/college located in Goa.

HOW TO GET IT Use your HSSC marksheet and passing certificate from a Goa institution; a Mamlatdar residence certificate still establishes the residence period.

WHAT IT COSTS Free if held.

HOW LONG Instant if held.

Watch out: Out-of-state HSSC alone does not establish Goa residence — you still need the Mamlatdar certificate.

SECTION

Reservation & fee documents

Only if you are claiming a reserved category or a fee concession.

Caste Certificate (SC / ST / OBC)

STANDARD

Competent authority, prescribed proforma

WHAT IT IS Proof of your reserved category for the Goa quota.

HOW TO GET IT Obtain the certificate in the Goa prescribed proforma from the competent authority specified in the prospectus.

WHAT IT COSTS Nominal.

HOW LONG About 2–3 weeks if not already held.

Watch out: If it is not in the prescribed proforma / from the specified authority, your application is considered General category only. Confirm the exact authority (Goa specifies a senior revenue officer) in the 2026 prospectus.

EWS Certificate

TIME-BOUND

Competent revenue authority

WHAT IT IS For the 10% Economically Weaker Section quota.

HOW TO GET IT Apply to the competent revenue authority for the current financial year.

WHAT IT COSTS Nominal.

HOW LONG About 2–3 weeks.

Watch out: Expires with the financial year — get a fresh one.

SECTION

Other required & special documents

Goa also asks for these at verification.

Character & Migration Certificates

STANDARD

Last institution / board

WHAT IT IS Behavioural clearance and academic transition, both commonly required by DTE Goa.

HOW TO GET IT Get the character certificate from your last school and a migration certificate from your board if you studied under a different board.

WHAT IT COSTS Nominal.

HOW LONG Same week to a couple of weeks.

Watch out: Check the current prospectus list — Goa asks for these in addition to the residence and caste documents.

PwBD Certificate

START NOW

State-specified authority / MCC centre (AIQ)

WHAT IT IS For the Persons with Benchmark Disability horizontal quota.

HOW TO GET IT For the state quota, use the route in the DTE brochure with a valid UDID card. For AIQ you need a separate certificate from one of the MCC's roughly 16 designated centres.

WHAT IT COSTS Free at a government facility.

HOW LONG Apply early; slots are limited.

Watch out: A state PwBD certificate does not cover your AIQ PwBD claim, and vice versa.

The Goa checklist

- **Residence:** 15-year Mamlatdar certificate (or 5 years if a parent/grandparent was born in Goa) — the long pole; start early.
- **Caste:** prescribed proforma from the competent authority, or you are General only.
- **Also carry:** character and migration certificates, which Goa asks for at verification.
- **EWS:** current financial year only.
- **Central vs state for AIQ:** Goa category certificates are for the state quota; AIQ needs a central-list OBC-NCL certificate.

About this guide. Prepared by Neet2Seat. Rules, fees and timelines verified against official sources as of 7 June 2026, using the 2025 counselling cycle as the baseline because the 2026 MCC and state information bulletins were not yet published when this was written. The 3 May 2026 NEET UG exam was cancelled; the re-exam is on 21 June 2026 with results expected in July, so every counselling date below will move accordingly. Fee figures are from 2025 bulletins and can change. Cross-check the exact Proforma, fee and signing authority against the official 2026 brochure before you get any certificate made. This is information, not legal advice.