



COUNSELLING DOCUMENTATION GUIDE

Kerala NEET UG Documents

Every document a Kerala candidate needs — the national papers every applicant must carry, plus the CEE 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 Kerala candidate you are considered for the 85% state quota (Commissioner for Entrance Examinations) and the 15% All India Quota (MCC). This guide is complete on its own — you do not need any other document to follow it.

Kerala sorts you into three nativity tiers — and one signature decides your NCL

The CEE places every applicant into Keralite, Non-Keralite Category I (NK-I) or Non-Keralite Category II (NK-II), and each tier unlocks a different set of seats. The quiet trap is the Non-Creamy Layer certificate: Kerala insists it be issued by the **Village Officer**. A certificate signed by a Tahsildar alone is treated as insufficient and the SEBC/OEC claim is rejected.

The signature that decides your reservation

NCL must come from the Village Officer. For SEBC and Other Eligible Community (OEC) fee concessions, the Non-Creamy Layer / community certificate must be issued and attested by the **Village Officer**. A Tahsildar signature alone is not enough. SC/ST community certificates, by contrast, must be from a revenue officer not below the rank of Tahsildar.

Prove Keralite status cleanly. Use your SSLC showing a Kerala birthplace, a parent's SSLC showing the same, a passport, or a Village Officer nativity certificate.

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 Kerala community / OEC 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 Kerala 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

Kerala nativity status

This establishes whether you are Keralite, NK-I or NK-II — which decides the seats you can be allotted.

Nativity Proof

STANDARD

SSLC / birth certificate / passport, or Village Officer

WHAT IT IS Establishes Keralite (or NK-I / NK-II) status.

HOW TO GET IT Use an SSLC or birth certificate showing a Kerala birthplace, a parent's SSLC showing the same, a passport, or apply for a Nativity Certificate at an Akshaya centre / eDistrict (issued by the Village Officer).

WHAT IT COSTS About Rs.28 at an Akshaya centre (less for SC/ST/BPL).

HOW LONG Issued within about 3 days; the certificate is valid for life.

Watch out: NK-II candidates are eligible only for private self-financing management-quota seats — check which tier your proof places you in.

SECTION

Reservation & fee documents

Only if you are claiming SC/ST reservation or an SEBC/OEC fee concession. Note who must sign each one.

Non-Creamy Layer / OEC Certificate

TIME-BOUND

Village Officer

WHAT IT IS Required for SEBC and Other Eligible Community fee concessions — proof you are in the non-creamy layer.

HOW TO GET IT Apply via Akshaya / eDistrict; it must be issued and attested by the Village Officer.

WHAT IT COSTS Nominal (Akshaya service charge).

HOW LONG A few days under the citizen-service timeline.

Watch out: A Tahsildar signature alone is invalid for this certificate, and it lapses after one financial year — get a fresh one.

Community Certificate (SC / ST)

STANDARD

Revenue officer not below Tahsildar

- WHAT IT IS** Proof of SC or ST status for reservation.
- HOW TO GET IT** Apply via Akshaya / eDistrict; for SC/ST it must come from a revenue officer of at least Tahsildar rank.
- WHAT IT COSTS** Nominal.
- HOW LONG** A few days.

Watch out: Mind the rank rule: SC/ST needs Tahsildar-or-above, while SEBC/OEC needs the Village Officer — they are not interchangeable.

SECTION

Special quotas

Only if you are claiming one of these.

PwBD Certificate

START NOW

Kerala-specified authority (state) / MCC centre (AIQ)

- WHAT IT IS** For the Persons with Benchmark Disability horizontal quota.
- HOW TO GET IT** For the state quota, use the disability assessment route in the CEE 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 Kerala checklist

- **Nativity:** SSLC/birth certificate showing Kerala birthplace is simplest; otherwise a Village Officer nativity certificate (Akshaya, ~3 days, lifelong).
- **NCL/OEC:** must be from the **Village Officer** and freshly dated this year — a Tahsildar-only certificate is rejected.
- **SC/ST:** community certificate from a revenue officer not below Tahsildar.
- **Know your tier:** Keralite, NK-I and NK-II unlock different seats; NK-II is management-quota only.
- **Central vs state for AIQ:** the Kerala community/OEC certificate is 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.