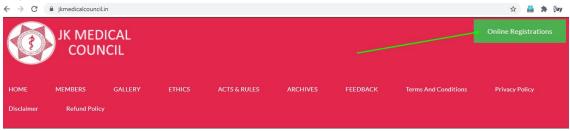
## **Instructions for Applicants for Registrations**

- 1. Fill all the entries very carefully as there is no edit option for the entries made by the candidates. Once the form is "finally submitted", edit feature will cease to exist.
- 2. The certificates will be issued on the basis of the entries made/filled by the candidates and is non-editable. So, candidates are advised to re-check all the entries before final submission.
- 3. Candidates are directed to upload only original documents. The images of photocopy or scanned copy of document will lead to the cancellation of application.
- 4. The address and email address of the embassy and University should be correct and updated otherwise, the verification process of documents will remain pending
- 5. Log on https://jkmedicalcouncil.in to access the home page of the website and then click Online Registrations.

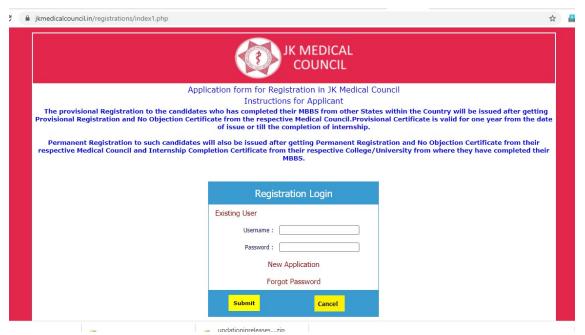




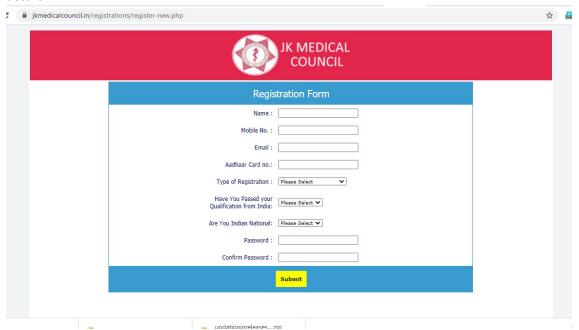
6. After this you can select the type of Online Registration.



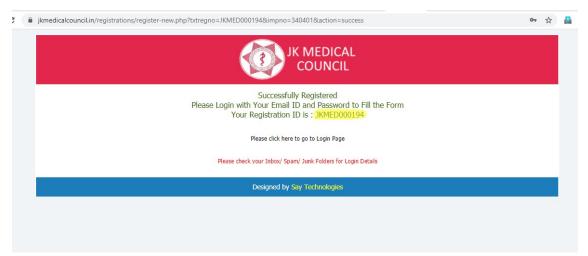
7. Before filling up the form candidates are advised to carefully go through the Relevant Notification available on the Website regarding Registrations process.



8. Register yourself as a New User, Clicking on "NEW APPLICATION" link on the web page and fill the details:



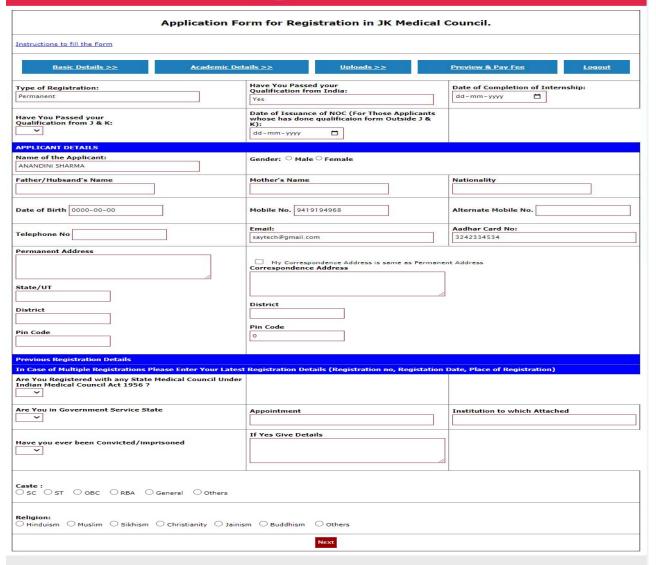
- 9. THE CANDIDATES ARE ADVISED TO NOTE DOWN THE REGISTERED EMAIL ID AND PASSWORD AND THIS EMAIL ID AND PASSWORD WILL BE APPLICABLE FOR ALL FUTURE REFERENCES REGARDING THIS.
- 10. The applicant must have a valid email account which has not been used for filling Online Application Form by any other applicant applying for the Registration, two or more applicants cannot share the same email ID. All future correspondence will be made through the registered email ID.



11. After this step, applicant can login with the email and password and proceed with Application process. There will be separate sections for Basic Details, Academic Details and Uploads







- 12. The candidates are required to upload the original recent Photograph and Signature Specimen. Images to be uploaded should be only in \*.jpg format of size not exceeding 40-100 KB for photograph and 20-60 KB for signature each. b) Candidates are required to upload required documents(original)in PDF or JPG format only. Files to be uploaded should be of size not exceeding 200KB.
- 13. Incomplete applications or applications submitted without photograph, signature, or supporting documents shall be rejected based on lack of information.
- 14. Applicants are required to provide all the mandatory information [Marked with \* (asterisk) sign] in the application form.
- 15. The applicants shall be responsible to ensure that all the details are successfully submitted online. Applicants should ensure that the Application Status of the Application Form is "Submitted Successfully"; half-filled applications shall be treated as incomplete and shall not be processed

- 16. Request for change or correction of any information shall not be entertained once online form is submitted.
- 17. Pay the prescribed fees as per your category through Online Payment / Credit Card / Net Banking / UPI. The application processing fee should be paid online only and is Non-Refundable.
- 18. After the application is submitted successfully. Candidate can keep track of his application via login on this Portal only.
- 19. Any Application Status Update will be available on this Portal only.
- 20. In case application is found deficient, the candidate will be notified through this Portal only. No separate communication will be sent in this.
- 21. Candidates are requested to keep visiting the website/portal and login for regular updates.