**MPonline Limited**
Joint venture between Govt of Madhya Pradesh and TCS
मध्यप्रदेश सरकार का पोर्टल

## USER MANUAL FOR PROFILE CREATION AND REGISTRATION PROCESS OF
## MP STATE COMBINED PG COUNSELLING (MD/MS & MDS COURSE) (2024-25)

**(This user manual is created only for the Demonstration purpose)**

❖ **Kindly use this link dme.mponline.gov.in for Profile Creation and Registration Process of DME MP PG counselling (2024-25).**

❖ **Please click on Post Graduate Counselling, as shown in red circle in below image.**

# Process of Profile Creation

❖ **Step 1:-Please click on Create Profile, as shown in red circle in below image.**



❖ **Step 2:- Enter your NEET (PG/MDS) 2024 Roll Number, Secret Key and Captcha then click on "Create Profile" button. Please refer to the important note given on screen regarding creation of Secret Key. Please click on Create Profile, as shown in red circle in below image.**

❖ **Step 3:-Candidate's details will be published on screen. Please Enter your Contact details and Bank Account details and click on "Proceed", as shown in red circle in below image.**
**1) Please fill your bank details carefully. 2) Kindly put the mobile number you will use throughout the counselling, you will get OTP and relevant messages on this number.**



❖ **Step 4:- Enter OTP received on your mobile number/email ID and create new password. Then click on "Validate and Save" button, as shown in red circle in below image.**

❖ **Step 5:-After click on "Validate & Save" button your profile for registration will be created and a message as displayed below will show.**



**Msg- "You have created your profile successfully. Now proceed for Registration to participate in DME PG 2024 Counselling. Registration Step =>Fill Registration Form => Upload Documents => Payment => Confirmation of Registration => Print Your Receipt"**

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**NOTE: -**
**1. Candidate's Status Tracker will show Candidate Profile turned Green.**
**2. If you want to edit your profile details you can edit your details through the edit profile option till the end of registration date, as shown in the green circle above.**

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# Process of Registration

❖ **Step 6:- Candidate's Status Tracker will show Candidate Profile turned <mark>Green</mark> and your profile has been created. Now click on "Registration Form" link as shown in red circle in below image.**

❖ **Step 7:-The registration form will be opened. Please fill your required details (As per your eligibility) like:- NRI Details, MBBS/BDS Completion Details, NMC/DCI recoganizations Details, Domicile Details, Category Details, Person with Disability Details, <u>ready</u> to be filled in the registration form.**

❖ **After filling the form if candidate is satisfied with the filled information, then candidate should click on <span style="color:red">"Save Data"</span> button, as shown in red circle in below image.**

### MP STATE Combined P.G. Counselling-2024 : Candidate's Registration

*\* Fields are mandatory*

#### Candidate Details

| | | | |
|---|---|---|---|
| NEET MDS-2024 ROLLNO: | RD22222221 | NEET MDS-2024 Score: | 450 |
| All India NEET MDS-2024 Rank: | 14632 | Candidate Type : | OPEN |
| Candidate's Name: | TEST CANDIDATE | Date of Birth(DD/MM/YYYY): | 17/05/1991 |
| Father's Name: | TEST CANDIDATE FATHTER | Mother's Name: | TEST CANDIDATE MOTHER |
| Gender: | FEMALE | | |
| Correspondence Address: | ADDRESS Guntur ANDHRA PRADESH PINCODE: 522007 | | |
| Qualifying exam passed: | BDS | MBBS/BDS Completion State: | Madhya Pradesh |

Candidate Signature

#### NRI Detail

| | |
|---|---|
| Do you want to opt for NRI Quota as per NRI eligibilty criteria *: | ◉ No ○ Yes |

#### NMC/DCI recognized MBBS/BDS Details

| | | | |
|---|---|---|---|
| Completed MBBS/BDS from NMC/DCI recognized institute of *: | ◉ M.P. ○ OTHER STATE | Institute name* : | BDS Institute Name |
| NMC/DCI Registration/Applied :* | ◉ Yes ○ No | From which state you have NMC/DCI registration/Applied :* | ◉ MP ○ NMC/DCI ○ Other State |
| Internship completed on or before 30-June-2024*: | | | ◉ Yes ○ No |

#### Domicile Details

| | |
|---|---|
| Are you Domicile of MP* : | ○ No ◉ Yes |
| | <span style="color:red">(If yes than fill the following details of MP domicile certificate)</span> |
| Reference No. of Domicile Certificate *: | 412412    Date of Issue(DD/MM/YYYY) *: 01/07/2020 |
| Place of issuing office* : | Bhopal    Designation of issuing officer* : Tehsildar |

#### Category Details

| | |
|---|---|
| Category in MP STATE *: | ○ UR ◉ EWS ○ OBC ○ SC ○ ST |
| | <span style="color:red">(Only those OBC candidate who belongs to non creamy layer should apply for OBC Category)</span> |
| Reference No of category certificate *: | 2423    Date of Issue(DD/MM/YYYY) *: 01/07/2024 |
| Place of issuing office *: | Bhopal    Designation of issuing officer*: Tehsildar |

#### PWD (Person With Disability) Details

| | |
|---|---|
| Are you PWD (Person With Disability) (As per the NMC Criteria.)*: | ○ No ◉ Yes |
| Do you have a disability certificate issued from any one of the designated NEET Disability Certification Centre Click Here.* : | ○ No ◉ Yes |
| Date of issue of disability certificate (DD/MM/YYYY)* : | 01/07/2023 |
| Disability Certificate Reference Number*: | 123456 |

#### ☑ Declaration

I certify that the information furnished by me is correct to the best of my knowledge and based on the documents available with me. I will produce all the required original documents at the time of document verification failing which my allotment shall stand cancelled.

**[ Save Data ]**

NARMADA

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❖ **Step 8:-Please upload all documents, after that click on <u>Save Enclosures</u> button.**

❖ **Step 9:-**After clicking on **"Save Enclosures"** button, the information submitted by the candidate will be displayed on the screen. If information is correct, click on **"Proceed to Payment for Registration"** button, as shown in red circle in below image, otherwise go for **"Back to Registration Form"** button to correct the details.

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**Government of Madhya Pradesh**
Department of Public Health and Medical Education

**MP Online Limited**

User Name : RD22222221 | 🏠 Home | ⏻ Logout

### Candidate Details

| NEET MDS-2024 ROLLNO: | RD22222221 | NEET MDS-2024 Score: | 450 |
| All India NEET MDS-2024 Rank: | 14632 | Candidate Type : | OPEN |
| Candidate's Name: | TEST CANDIDATE | Date of Birth(DD/MM/YYYY): | 17/05/1991 |
| Father's Name: | TEST CANDIDATE FATHTER | Mother's Name: | TEST CANDIDATE MOTHER |
| Gender: | FEMALE | | |
| Correspondence Address: | ADDRESS Guntur ANDHRA PRADESH PINCODE: 522007 | | |
| Qualifying exam passed: | BDS | MBBS/BDS Completion State: | Madhya Pradesh |

_Candidate Signature_

### NRI Details

| Do you want to opt for NRI Quota as per NRI eligibilty criteria : | NO |

### Contact Details

| Mobile Number : | ▓▓▓▓ | Alternate Mobile Number : | ▓▓▓▓ |
| E-mail ID : | ▓▓▓@gmail.com | | |
| Photo ID Proof: | VOTERS ID CARD | Photo Id Proof No: | 123456789 |

Note : Candidate should have valid/active email-id and mobile number for further correspondence.

### Bank Details

| Account Number | 852741963 | Account Holder Name | TEST NAME |
| IFSC Code | SBIN0002545 | Bank Name | STATE BANK OF INDIA |
| Branch Name | BHOPAL | | |

### NMC/DCI recognized MBBS/BDS Details

| Completed MBBS/BDS from NMC/DCI recognized institute of : | MP | Institute name : | BDS Institute Name |
| NMC/DCI Registration/Applied : | YES | From which state do you have NMC/DCI registration/Applied : | Madhya Pradesh |
| Internship completed on or before 30-June-2024: | | | YES |

### Domicile Details

| Domicile of MP : | | YES | |
| Reference No. of Domicile Certificate : | 412412 | Date of Issue (DD/MM/YYYY) : | 01/07/2020 |
| Place of issuing office: | Bhopal | Designation of issuing officer : | Tehsildar |

### Category Details

| Category in MP STATE : | | EWS | |
| Reference No of category certificate : | 2423 | Date of Issue (DD/MM/YYYY) : | 01/07/2024 |
| Place of issuing office : | Bhopal | Designation of issuing officer : | Tehsildar |

### PWD (Person With Disability) Details

| Are you PWD (Person With Disability) (As per the NMC Criteria.) : | YES |
| Do you have a disability certificate issued from any one of the designated NEET Disability Certification Centre. : | YES |
| Date of issue of disability certificate (DD/MM/YYYY): | 01/07/2023 |
| Disability Certificate Reference Number : | 123456 |

### Enclosures

| Sno. | Description | View |
|------|-------------|------|
| 1 | Internship Certificate | View |
| 2 | NEET PG/MDS-2024 Admit Card / NEET PG/MDS-2024 Registration Slip | View |
| 3 | Final MBBS Part-II Mark sheet/BDS final Mark sheet | View |
| 4 | Affidavit of not being domicile of state other then M.P. and have not taken advantage of domicile of other state. | View |
| 5 | MP Domicile Certificate | View |
| 6 | Economically Weaker Section (EWS) Certificate (Issued For Financial Year- 2024-25, Issued By Competent Authority of MP) | View |
| 7 | PWD (Person With Disability) Certificate | View |

☑ Declaration

I certify that the information furnished by me is correct to the best of my knowledge and based on the documents available with me. I will produce all the required original documents at the time of document verification failing which my allotment shall stand cancelled.

### Fee Detail

1. Counselling Fee. : 1000/- (For All Candidates)
2. Portal Charge Rs.: 100/- (For All Candidates)

[ Back to Registration form ]   [ Proceed to Payment for Registration ]

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❖ **Step 10:-kindly choose the online payment gateway and pay the registration fee.**

**Net Banking Facility**

## MPOnline Payment Option

अगर आपके खाते से राशि कट जाए तथा रसीद प्राप्त नहीं हो तो कृपया **भुगतान पुनः सत्यापन की लिंक** पर जाकर (Reference No) का उपयोग कर पेमेंट का स्टेटस जांच लें, यदि आवेदन की रसीद अभी भी प्राप्त ना हो तो यह ट्रांजेक्शन फेल माना जावेगा और वह राशि आपको वापस कर दी जावेगी। अतः उक्त आवेदन का पुनः भुगतान करें। अधिक जानकारी एवं समस्या निवारण हेतु Customer Care Executive से संपर्क करें|

| Net Banking | **Net Banking** |
|---|---|
| Debit / Credit Card | **Only for SBI A/C Holders** No transaction-processing fees |
| UPI | **PayGov India(All Major Banks) NDML for Govt. of India** Rs 5 + service charges as transaction-processing fees for amount upto Rs 500, Rs 10 + service charges as transaction-processing fees for any amount from Rs 501 and above |
| | **NetBanking for All Banks (HDFC CCAvenue PG)** Rs 10 + service charges as Processing fees for Net Banking of All Banks |

**Debit/Credit Card Facility**

## MPOnline Payment Option

अगर आपके खाते से राशि कट जाए तथा रसीद प्राप्त नहीं हो तो कृपया **भुगतान पुनः सत्यापन की लिंक** पर जाकर (Reference No) का उपयोग कर पेमेंट का स्टेटस जांच लें, यदि आवेदन की रसीद अभी भी प्राप्त ना हो तो यह ट्रांजेक्शन फेल माना जावेगा और वह राशि आपको वापस कर दी जावेगी। अतः उक्त आवेदन का पुनः भुगतान करें। अधिक जानकारी एवं समस्या निवारण हेतु Customer Care Executive से संपर्क करें|

| Net Banking | **Debit / Credit Card** |
|---|---|
| Debit / Credit Card | **HDFC CCAvenue Payment Gateway** **Only Credit Card** - 0.75% Processing Fee |
| UPI | **PayGov India(All Major Banks) NDML for Govt. of India** **Debit Card** - 0.75% for any amount less than Rs 2000 and 1% for amount greater than Rs 2000 **Credit Card** - 1% per transaction for any amount |

**UPI Payment Facility**

## MPOnline Payment Option

अगर आपके खाते से राशि कट जाए तथा रसीद प्राप्त नहीं हो तो कृपया **भुगतान पुनः सत्यापन की लिंक** पर जाकर (Reference No) का उपयोग कर पेमेंट का स्टेटस जांच लें, यदि आवेदन की रसीद अभी भी प्राप्त ना हो तो यह ट्रांजेक्शन फेल माना जावेगा और वह राशि आपको वापस कर दी जावेगी। अतः उक्त आवेदन का पुनः भुगतान करें। अधिक जानकारी एवं समस्या निवारण हेतु Customer Care Executive से संपर्क करें|

| Net Banking | **Pay through UPI** |
|---|---|
| Debit / Credit Card | **PayGov India NDML for Govt. of India** Nil for all transaction amounts |
| UPI | **HDFC CCAvenue Payment Gateway** Nil for all transaction amounts |

❖ **Step 11:- After successful payment, the registration receipt will be generated. You may take a print out of the same for future reference.**

**Government of Madhya Pradesh**
Department of Public Health and Medical Education

**MP**nline Limited

User Name : RD22222221 | 🏠 Home | 🖙 Logout

### Registration Receipt for MP STATE Combined P.G. Counselling-2024

Print Date:03 July 2024 11:22 AM

#### Candidate Details

| | | | |
|---|---|---|---|
| NEET MDS-2024 ROLLNO: | RD22222221 | NEET MDS-2024 Score: | 450 |
| All India NEET MDS-2024 Rank: | 14632 | Candidate Type : | OPEN |
| Candidate's Name: | TEST CANDIDATE | Date of Birth(DD/MM/YYYY): | 17/05/1991 |
| Father's Name: | TEST CANDIDATE FATHTER | Mother's Name: | TEST CANDIDATE MOTHER |
| Gender: | FEMALE | | |
| Correspondence Address: | ADDRESS Guntur ANDHRA PRADESH PINCODE: 522007 | | |
| M.P. Domicile: | Yes | Candidate's Category/Class (Filled by Candidate) : EWS/PH | |
| Qualifying exam passed: | BDS | MBBS/BDS Completion State: | Madhya Pradesh |

Candidate Signature

#### Payment Details

| | |
|---|---|
| Transaction Id : | 24070304153108942327 |
| Payment Date (DD/MM/YYYY) : | 03/07/2024 11:23:04 AM |
| Portal Charge (Rs.): | 100 |
| Registration Fee (Rs.): | 1000 |
| Total Fee (Rs.): | 1100 |

#### NRI Details

| | |
|---|---|
| Do you want to opt for NRI Quota as per NRI eligibilty criteria : | NO |

#### Contact Details

| | | | |
|---|---|---|---|
| Mobile Number : | 98******12 | Alternate Mobile Number : | 70******53 |
| E-mail ID : | nit*********@gmail.com | | |
| Photo ID Proof: | VOTERS ID CARD | Photo Id Proof No: | 123456789 |

Note : Candidate should have valid/active email-id and mobile number for further correspondence.

#### Bank Details

| | | | |
|---|---|---|---|
| Account Number | 852741963 | Account Holder Name | TEST NAME |
| IFSC Code | SBIN0002545 | Bank Name | STATE BANK OF INDIA |
| Branch Name | BHOPAL | | |

#### NMC/DCI recognized MBBS/BDS Details

| | | | | |
|---|---|---|---|---|
| Completed MBBS/BDS from NMC/DCI recognized institute of : | | MP | Institute name : | BDS Institute Name |
| NMC/DCI Registration/Applied : | | YES | From which state do you have NMC/DCI registration/Applied : | Madhya Pradesh |
| Internship completed on or before 30-June-2024: | | | | YES |

#### Domicile Details

| | | | |
|---|---|---|---|
| Domicile of MP : | | YES | |
| Reference No. of Domicile Certificate : | 412412 | Date of Issue (DD/MM/YYYY) : | 01/07/2020 |
| Place of issuing office : | Bhopal | Designation of issuing officer : | Tehsildar |

#### Category Details

| | | | |
|---|---|---|---|
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#### PWD (Person With Disability) Details

| | |
|---|---|
| Are you PWD (Person With Disability) (As per the NMC Criteria.) : | YES |
| Do you have a disability certificate issued from any one of the designated NEET Disability Certification Centre. : | YES |
| Date of issue of disability certificate (DD/MM/YYYY): | 01/07/2023 |
| Disability Certificate Reference Number : | 123456 |

#### Enclosures

| Sno. | Description | View |
|---|---|---|
| 1 | Internship Certificate | View |
| 2 | NEET PG/MDS-2024 Admit Card / NEET PG/MDS-2024 Registration Slip | View |
| 3 | Final MBBS Part-II Mark sheet/BDS final Mark sheet | View |
| 4 | Affidavit of not being domicile of state other then M.P. and have not taken advantage of domicile of other state. | View |
| 5 | MP Domicile Certificate | View |
| 6 | Economically Weaker Section (EWS) Certificate (Issued For Financial Year- 2024-25, Issued By Competent Authority of MP) | View |
| 7 | PWD (Person With Disability) Certificate | View |

Authorized Kiosk Detail:- :K0799990054
HEMANT SHRIVASTAVA,802312

Candidate is responsible for data being entered in this form. Neither KIOSK/MPOnline nor Department of Medical Education will be responsible for any kind of discrepancies found. Kindly check the detail before leaving the counter.

I certify that the information furnished by me is correct to the best of my knowledge and based on the documents available with me. I will produce all the required original documents at the time of document verification failing which my allotment shall stand cancelled.

Print Date:03 July 2024 11:22 AM

[ Print ] [ Continue ]

**NOTE: -**
**1. After paying the registration fee, candidate will be able to download registration receipt and the** <span style="color:red">**Candidate Registration**</span> **tracker will turn** <span style="background-color:#00ff00">**green**</span>**.**
**2. If you want to edit your registration details after payment so you can edit your details through the** <span style="color:red">**Edit Registration Form**</span> **option till the end of registration date, as shown in the red circle above.**

# Thank You...