USER MANUAL FOR ONLINE REGISTRATION & CHOICE FILLING

- NEW CANDIDATE REGISTRATION
- REGISTERED USER LOGIN
- ♣ FORGOT PASSWORD
- CHOICE AVAILABLE
- CHOICE SUBMISSION
- CHOICE INTERCHANGE
- DELETION OF MULTIPLE CHOICES
- CHOICE LOCKING
- CHANGE PASSWORD
- **♣** LOGOUT

1. New Candidate's Registration for All India Quota PG Medical and Dental Courses

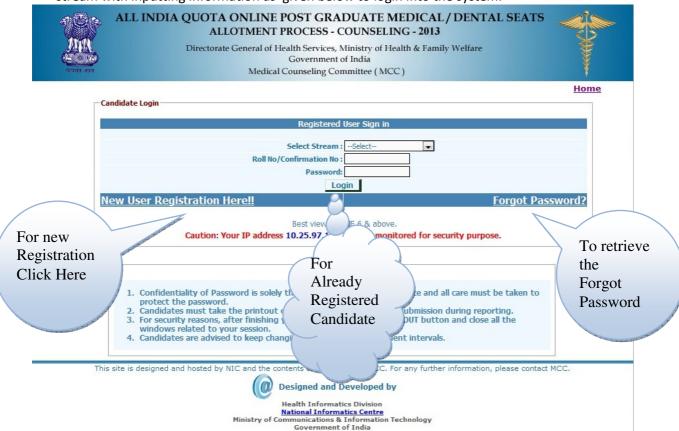
During this step all the eligible candidates on the basis of NEET-PG, 2013 results are required to register through Internet (http://mcc.nic.in) from places of their convenience. Detailed procedure is described below:



■ The candidates declared eligible for counseling would require visiting the MCC Counseling website and clicking on "Candidate Login NEW" Link.



If you are already registered candidate then you may select either Medical or Dental stream with inputting information as given below to login into the system.



- For new registeration click on "New candidate!! Registration here" link.
- The candidate is required to enter the Roll Number/Confirmation No., Application Number/Testing ID, candidate's name, & Date of Birth exactly same as per his/her NEET-PG 2013 application form/admit card details.
- Password should be as per the password policy shown during the New User Registration process. Please remember this password for continuation of the process of registration, choice filling and choice locking. This password or changed password (if any carried out by the candidate) must be remembered till the completion of Online Allotment Process. The MCC and NIC will not be responsible for any consequences arising out of forgotten password/misuse of password.



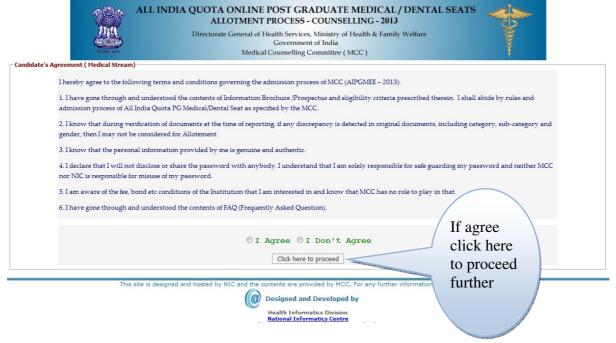
providing details



New User Back New User Registration AIIMS A Select Stream: Medical Stre • Roll No/Confirmation No: Application No/Testing ID 80540 Candidate Name : ALPANA GAR Date of Birth: 24-11-1988 (DD-MM-YYYY) Enter Security Pin: B6THVN B6THVN: For Click on initialized ct MCC. Submit filled Designed and Developed by after information

If you click on Submit button then the following window will appear and candidate is required to click on *I Agree* then click to proceed.

National Informatics Centre ommunications & Information Tech Government of India



The above data submitted by candidate is verified against the candidate's detail provided by NBE/AIIMS. If it matches, then, Candidate would be allowed access for updation of the candidate's profile along with selection of individual password. In case of any mismatch, the candidate would not be allowed to access the counseling website. In case of genuine candidates, who could not register for the counseling, the candidates could approach personally, to nearby Help Centres (Participating Medical/Dental College) or MCC Control Room for recovery of the correct information on production of individual identity and other credentials.

- After successful registration, the candidate would be shown the credentials as available in the database provided by NBE/AIIMS. The candidate would be allowed to enter data as per the following criteria in case they are not correct:
 - In case of PH candidates, the candidate is required to select respective PH type, viz., PH1 or PH2
 - Any change in the candidate's name, gender and date of birth are not permitted.
 - Candidate is required to enter their Mother's and Father's name.
 - Candidate is required to choose security Question and give its Answer for recovery of password in case forgotten.
 - Candidate is required to enter his/her password. Next time, the candidate can login directly with Roll number/Confirmation No as Login Id and the chosen password as Password.
 - Candidate are required to update their complete mailing address along with pin code, phone number including STD, mobile and email etc.
 - On clicking the 'submit' button, the candidate would be shown the data entered for verification and for confirmation. Once this personal data is Verified and Confirmed, the candidate is not allowed to change.

	ALLOTMENT PROCESS - COUNSELING - 2013 Directorate General of Health Services, Ministry of Health & Family Welfare Government of India Medical Counseling Committee (MCC)		
New Registration : Medical			e contra
Roll No/Confirmation No: Candidate Name:	1200011 ALPANA GARG	All India Rank : Date of Birth :	1186 24-11-1988
Remark:	QUALIFIED FOR ON-LINE CHOICE FILLING PROCESS-ELIGIBLE FOR UR SEATS		
Candidate details as per	AIPGMEE 2013 Application For	m	
		Gender: FEMALE	
	Physically Hand	Category: UR licanned: NO	
		ovio e en con Diana.	
		Pin Code:* 134109 Email Id:* gargalpar Phone No.:* Std Code Mobile No.:* +91 896 Security Question:* Which I Security Answer:* ** Confirm Password:* ** Pin Code:* 134109 gargalpar By Code Which I Security Answer:* ** Confirm Password:* ** Passw	UMBER 857 SECTOR 12-A JA HARYANA na24@yahoo.com e: 0172
		Submit	
*Marked fields a	ne manuacur y		After Filling Details Click Submit



ALL INDIA QUOTA ONLINE POST GRADUATE MEDICAL / DENTAL SEATS ALLOTMENT PROCESS - COUNSELING - 2013



Directorate General of Health Services, Ministry of Health & Family Welfare Government of India Medical Counseling Committee (MCC)

Roll No/Confirmation No:	1200011	All India Rank:	1186	
Candidate Name:	ALPANA GARG	Date of Birth:	24-11-1988	
Remark:	QUALIFIED FOR ON-LINE CHOICE FILLING PROCESS-ELIGIBLE FOR UR SEATS			
Candidate Details				
		Gender: FEMALE		
	C	ategory: UR		
	Physically D	Disabled: NO		
Additional Information				
	Complete Mailing	Address: HOUSE NUMBER 857 SEC	TOR 12-A PANCHKULA HARYANA	
	Father	's Name: ASHOK GARG		
	Mothe	r's Namr: ASHA GARG		
		Pin Code: 134109		
		Email Id: gargalpana24@yahoo.co	om	
	P	hone No.: 0172-8968411642		
	M	obile No.: 8968411642		
	Security (Question: WHICH IS YOUR FAVOUR	RITE BOOK ?	
	Security	Answer: (Your answer has been	encrypted for security reason)	
	Confirm Regist	ration Back		
	commit region			

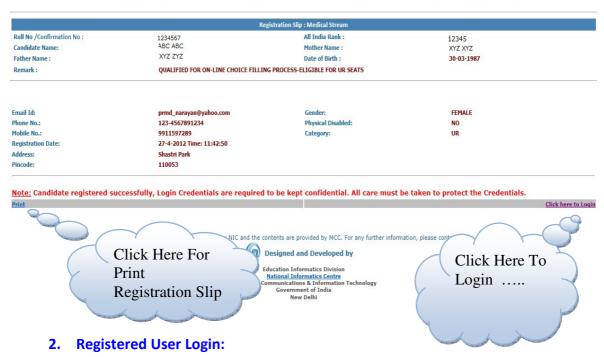


After Checking All Details Click on Confirm Registration If You have found any wrong Details than Click on Back

- Before final Confirmation of the credentials, intermediate page would be displayed as shown below, towards confirmation of entered information.
- At the end of the process, a registration slip will be generated which could be taken as printout by candidate for record purpose.
- The candidate can change their password after login, if desired.
- After successful registration, candidate can submit choices, modify, delete, and change order as many times as required during the Registration and Choice Filling period.

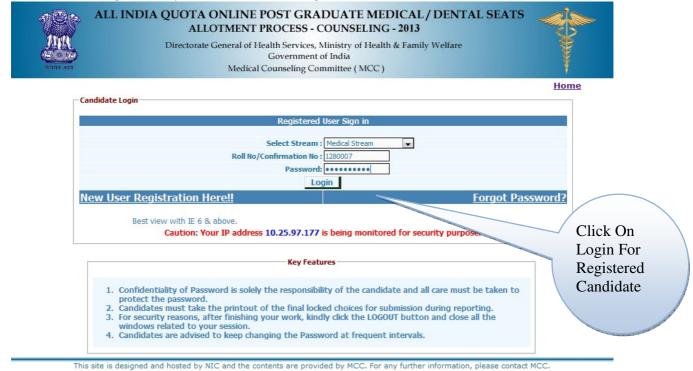
Registration Slip:





During this step, registered candidates can login to the system. The process is indicated below:

Enter Roll number/Confirmation No. as Login Id and Password (selected during the registration process) in the following screen:

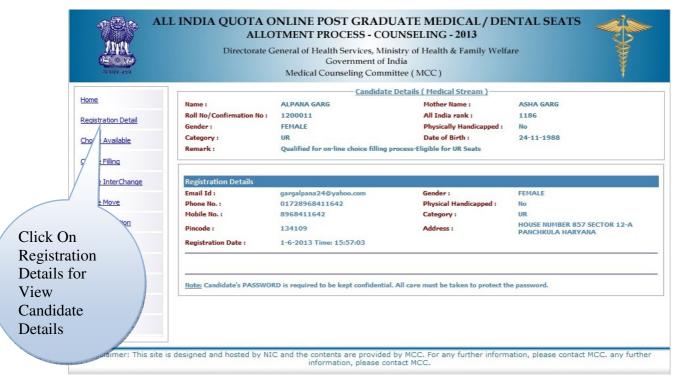


• The entered data is validated by the system; the system allows the candidate to login, if the entered values are correct.

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Health Informatics Division

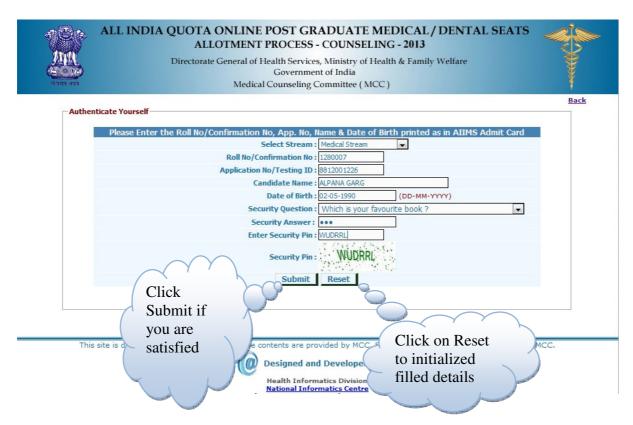
National Informatics Centre



3. Forgot Password

To retrieve the forgotten password, system facilitates the following process:

- The candidate is required to enter the Roll Number/Confirmation No, Application Number/Testing ID, Date of Birth, security question & answer thereon to be entered as give during New Candidate registration process.
- The above data submitted by candidate will be validated with the registered candidates' database. If the above entries match, then only the candidate would be permitted to enter new password to proceed further. In case the candidate is not able to retrieve password, the candidate is required to approach nearby help centre (Participating Medical/Dental College) for initialization of Registration:





ALL INDIA QUOTA ONLINE POST GRADUATE MEDICAL / DENTAL SEATS ALLOTMENT PROCESS - COUNSELLING - 2013

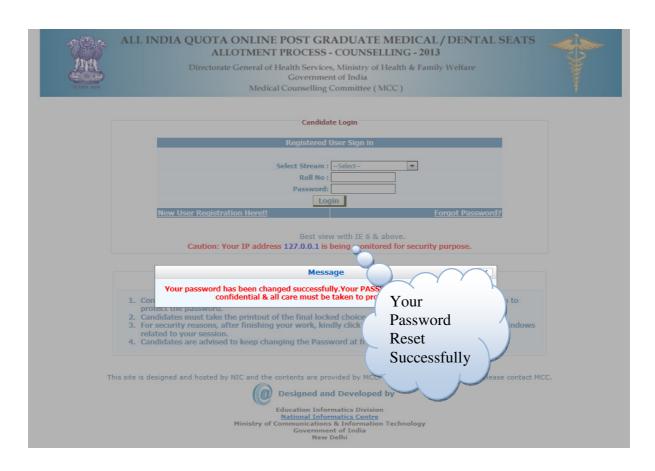
Directorate General of Health Services, Ministry of Health & Family Welfare Government of India Medical Counselling Committee (MCC)



Back



Click On Submit; Show the Message of Changed Password Successfully.



4. Choice Available

After successful login and on clicking the link "Available Choices", the systems internally retrieve the credentials of the candidate like gender, category, sub-category, date of birth, and eligibility remarks from the candidate's database and the available choices specific to the candidate based on his/her credentials will be displayed in the following manner:



5. Choice Submission

On clicking the "Choice Filling" icon, the choices as per individual criteria of eligibility would be displayed to the candidate on the left side basket and on clicking the button for the required choice, it will be selected. The choice chosen will be removed from the left basket and gets added to right basket. During the choice submission, candidate is required to save the exercised choices through clicking the button, "Save & Continue" (for save and continuing the operation) and "Save & Go to Home" (save & redirected to Home page or quits the current menu) after completion of the work. The screen below facilitates the candidates to view the Courses (Degree/ Diploma), Subjects, State and Institute.



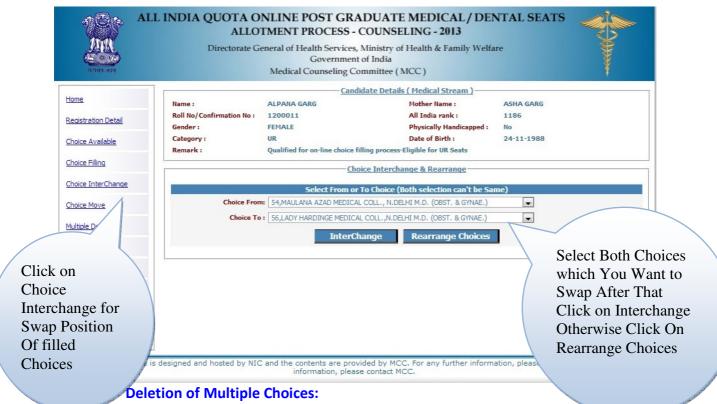
For the convenience of the candidate, the choices could be shown by selecting them Statewise, course-wise, alphabetical order of Institutions and courses or alphabetical order of courses and Institutions, etc.

Choice Move Up, Move Down & Deletion

On clicking the <u>Upper Arrow</u> button, candidate can move choice by one step up.
On clicking the <u>Down Arrow</u> button, candidate can move choice by one step down.
On clicking the <u>Jown Arrow</u> button, candidate can delete the selected choice.

6. Choice Interchange

The choice Interchange (Swapping) could be carried out by selecting appropriate choices as source and destination to enable their swapping and reorder all the choices.



If a candidate desires to delete a specific or a group of choices, candidate can appropriate box, for deletion of the one choice. Further, if the candidate, desires to delete multiple choices, in one go, he/she can click the appropriate boxes for deletion and confirm the same, so that all unwanted choices could be deleted by this operation.



8. Processing of Indicative Seat Allotment (Mock Counseling) Result and publishing of Indicative Seat Allotment

During **Indicative Seat Allotment (Mock Counseling) Result**, choices submitted by the candidates will be processed twice on notified dates during the Registration and Choice Filling period (of 1st round only) and indicative seat that is likely available at that point of time would be displayed. This indication helps the candidate to refine the selection of choices in a more effective and efficient manner.

9. Choice Locking & Printing of locked choices

Locking of choices is mandatory for the processing of choices submitted by the candidate. After completion of the choice submission to ones satisfaction candidate can lock his/her choices. By clicking the Choice Lock Button and confirming the same, the choices could be locked. **Choices once locked can't be unlocked.** Therefore the candidates are advised to exercise choice carefully, as the choices above the allotted choice will be processed in second round. In case candidate fails to lock choices, choices filled in by the candidate will be automatically locked at 5:00 PM of last date of locking.

The detailed procedure is described below:

- On clicking the "Lock Choice" button, the submitted choices will be displayed on the screen along with all restrictions, on the choices selected, if applicable.
- Candidate is required to confirm the displayed contents before locking of choices.
- During locking process, the candidate is required to enter the password and then only system proceeds for locking of choices.



 After locking of choices, following message will be displayed indicating no more choice submission is possible.

Message

Your Filled Choices have been Locked Successfully.Now you are not allowed to make any modifications in Filled Choices. After taking the Print Out Press LOGOUT Button and close all Open Windows related to your session for Security Reasons. Click Below link to print Locked Choices.

Click here to print Locked Choices

 After locking, candidate can take a printout of locked choices, which includes locking date & time, IP address of computer and system generated Unique No.



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Directorate General of Health Services, Ministry of Health & Family Welfare Government of India Medical Counselling Committee (MCC)



All India Post Graduate Medical Entrance Examination - 2013 - Medical Stream

 Name :
 BHARAT D VARSANI

 Roll No/Confirmation No :
 1200007

 Gender :
 MALE

 Category :
 UR

 Application No/Testing ID.
 8054000864

Application No/Testing ID. 8054000864

Locking Status: LOCKED BY CANDIDATE

Security Hash: EA9EBB7EF1E22F642BDDEA8781E4929888FEFCB1

All India Rank: 7595
Physically Handicapped: No
Auto Unique ID: 50996
Locking IP: 127.0.0.1
Locking Date: 2/6/2013

Locking Date: 2/6/2013 Time: 16:20:49

Remark: Oualified for on-line choice

Qualified for on-line choice filling process-Eligible for UR Seats

Choice No.	Institute Name	Subject Name
L	SETH G.S. MEDICAL COLLEGE, MUMBAI	M.D. (GENERAL MEDICINE)
2	TOPIWALA NATIONAL MED.COLL., MUMBAI	M.D. (GENERAL MEDICINE)
3	A.N. Magadh Medical College, Gaya	M.S. (ANATOMY)
	Agartala Govt. Medical College & G.B. Pant Hospital, Agartala	M.D. (FORENSIC MEDICINE)
i	Agartala Govt. Medical College & G.B. Pant Hospital, Agartala	M.D. (PAEDIATRICS)
	ALL INDIA INS OF HYG. & PUB. HEALTH	DIP. IN MATERNITY AND CHILD WELFARE
7	GOVERNMENT MEDICAL COLL., BARODA	M.D. (TUBERCULOSIS & RESP. DISEASES)

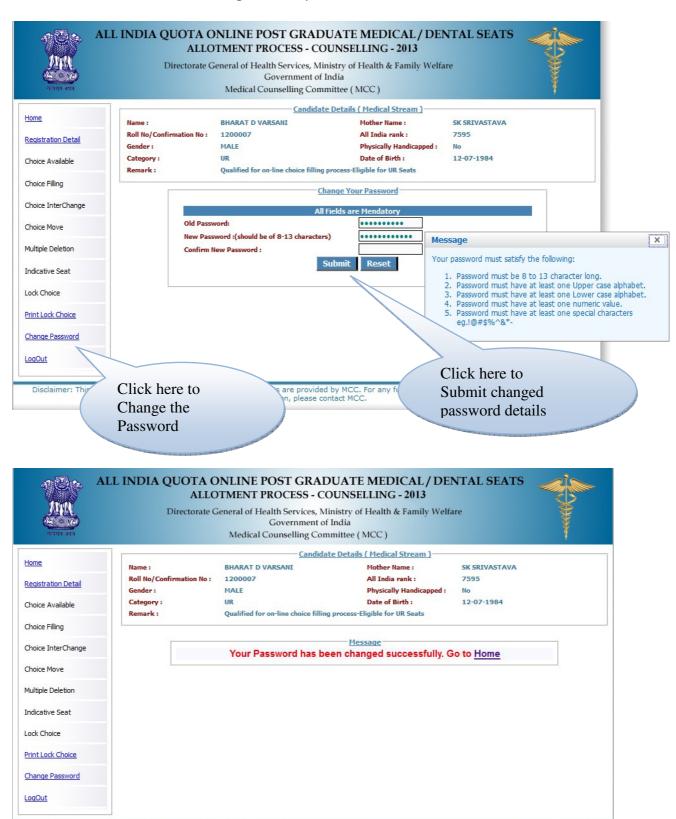
Candidate's Agreement

 $I\ hereby\ agree\ to\ the\ following\ terms\ and\ conditions\ governing\ the\ admission\ process\ of\ MCC\ (AIPGMEE-2013):$

- $1.\ I have gone through and understood the contents of Information Brochure/Prospectus and eligibility criteria prescribed therein.\ I shall abide by rules and admission process of All India Quota PG Medical / Dental seat as specified by the MCC.$
- I know that during verification of documents at the time of reporting, if any discrepancy is detected in original documents, including category, sub-category and gender, then my seat allotment is liable to be cancelled.
- 3. I know that choices will be automatically locked by the system on the last specified date if they are not locked by me which is acceptable to me for seat allotment.
- $4.\,\mathrm{I}\,\mathrm{know}$ that the personal information provided by me is genuine and authentic.
 - After locking the choices, if a candidate logs in again, then the locked choices given by the candidate will be displayed and the choices cannot be modified or altered.

10. Change Password

Candidate can change his/her password.



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11. Log Out

Candidates can logout on click "Logout" Link.



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You have Logged Out successfully
For Security reasons, We suggest you to Close this window.
It is strongly recommended.

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