



**THE J&K BOARD OF PROFESSIONAL ENTRANCE EXAMINATIONS (BOPEE)**

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**Subject:- Filling up of the MBBS/BDS seats in the Medical/Dental colleges – online counselling thereof.**

**Reference:- Notification No.057-BOPEE of 2018 dated 23-06-2018**

**Notification No. 058-BOPEE of 2018 Dated 23-06-2018**

Whereas, after declaration of the NEET UG, 2018 result on 04-06-2018 by the CBSE, the Provisional State Merit List (PSML) was notified by the BOPEE vide Notification No.057-BOPEE of 2018 dated 23-06-2018 for information of the candidates; and

Whereas, the Board has decided to call all the eligible candidates for online filling up of preferences out of the candidates figuring in the Provisional State Merit List whose documents have been verified forming Annexure 'A' to Notification No. 057-BOPEE of 2018 dated 23-06-2018; and

Accordingly, online counselling will start w.e.f. 24-06-2018 to 01-07-2018, which shall include initial two days' time for conducting mock exercise for training purposes.

Now, therefore, the eligible candidates, as per the Annexure 'A' to Notification No.057-BOPEE of 2018 dated 23-06-2018, who have uploaded documents online with the BOPEE Office, Srinagar/Jammu w.e.f. 16-06-2018 to 21-06-2018 and deposited the deficient documents up to 21-06-2018 are hereby informed as under:-

**IMPORTANT**

1. Commencement of online counselling w.e.f. 24-06-2018 to 01-07-2018;
2. Conduct of mock exercise on 24 & 25-06-2018;
3. Actual filling up of preferences w.e.f. 26-06-2018 to 01-07-2018;
4. Last date of payment of fee 01-07-2018 (mid night).



- 1) That they are advised in their own interest to go through the instructions contained in the e-Brochure for submitting the online preference forms. However, summary of the instructions is as under:-

- a) The online preference forms can be filled in by going to the BOPEE website [www.jkbopee.gov.in](http://www.jkbopee.gov.in) in this regard, by following the procedures and processes as contained in the Brochure. For facilitation of the candidates, the technical and other instructions for online counselling are annexed with this Notification as Annexure 'A' which shall be available on the BOPEE website only. In case of any difficulty, they can contact the officials of the BOPEE at the below mentioned numbers or can approach the BOPEE office in person for facilitation. They can also avail the facility of filling up the online preference forms from the National Informatics Centres at District Headquarters or from any Khidmat Centre on payment of charges as notified by the Government from time to time:-

**Telephone Numbers:- 9419403272/9469012295/9596243219/9419150693**



- b) The candidate should select his/her most preferred preference first along with the college of preference followed by 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and so on and so forth;
- c) At least one preference shall be required to be filled by the candidate;
- d) Further for any clarification also the candidate can approach the Board Office/above contact number;
- e) The candidates shall have to deposit an online fee of **Rs.1500/-** through credit card/debit card/e-banking before submitting the preferences. The candidates, who do not make the online fee shall not be eligible for further consideration;
- f) Candidates as indicated in Notification No. 057-BOPEE of 2018 dated 23-06-2018 and whose documents are deficient shall in no case be eligible for filling up of the online preference forms except in terms of the condition of the said Notification, as they shall be required to submit the deficient documents in person in the Board Office at Jammu/Srinagar before their request for allowing them to participate in counseling is considered. Besides such candidates, if any, who do not fall in the cut off merit for OM and reserved categories shall also not be eligible for online counselling/filling up of preferences forms;
- g) Mere filling up of the online preference by the candidates shall not confer any right upon him/her to be considered for seat allotment in the Medical/Dental Colleges, which shall and shall be determined on the basis of his/her actual eligibility in accordance with the rules and procedures as notified from time to time read with information contained in the Information Brochure, 2018. The admission against the seats shall be made strictly on the basis of merit-cum-preference read with J&K reservation rules in the Government Medical Colleges and other rules on the subject as notified from time to time;
- h) **On 24<sup>th</sup> & 25<sup>th</sup> June, 2018, the candidates can conduct mock exercise** to acquaint themselves with the procedures/processes for filling up the online preference forms, as indicated above ;
- i) During these processes, the candidates can amend the preferences as many times as they wish as the purpose is only to facilitate the candidates with the procedures. They can upload all the preferences and fill up the same repeatedly. This will be a practical session.
- j) **The actual filling up of the preference forms shall commence from 26-06-2018 up to 1<sup>st</sup> July, 2018 midnight;**
- k) The candidates after locking the preferences/making the payment cannot modify the preferences unless they approach the Board Offices at Srinagar/Jammu and are permitted to do so by the Board. Time for deposition of the online fee of **Rs.1500/- shall be up to 1<sup>st</sup> July, 2018 midnight after which no fee shall be accepted by the system.** The fee can be paid online through credit card, debit card/e-banking, etc.;
- l) The candidates can indicate the preference for private Medical/Dental Colleges also as all the seats in such colleges are to be filled by the BOPEE. Candidates competing for NRI (State Subjects), can indicate a preference also, for other seats in private colleges. However, the NRI seats/seats under Hindu Minority (HM) Quota shall be filled up separately in terms of contents contained in **Notice No. 053-BOPEE of 2018 dated 13-06-2018** ; and
- m) The candidate shall be personally responsible for filling in of any wrong information and Board shall have no liability on this account.

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**IMPORTANT:-**

Only such candidates shall be eligible to be considered for allotment of seats in ASCOMS/IDS, Jammu seats under OM, who have scored up to 119 (OM cut off score).

**Errors & Omissions are Excepted.**

*B. L. Gupta*  
23/6/18  
Prof. (Dr.) B. L. Gupta  
Controller of Examinations  
J&K BOPEE J&K  
BOPEE  
Dated: 23-06-2018  
The J & K Board of Professional Entrance Examinations

No. BOPEE/Exam/NEET-UG-12/2018

Copy to the:-

1. Principal Secretary to the Hon'ble Governor.
2. Commissioner/Secretary to Government, Health & Medical Education Department, Srinagar.
3. Commissioner/Secretary to Government, ARI and Trainings Department, Srinagar.
4. Commissioner/Secretary to Government, General Administration Department, Srinagar.
5. Director Information, J&K, Srinagar for publication of the Notification in two leading newspapers of Srinagar and Jammu with largest circulation.
6. Secretary, J&K BOPEE.
7. General Manager, Government Press, Srinagar.
8. FA/CAO, J&K BOPEE for information.
9. Incharge Camp office, Jammu.
10. Pvt. Secretary to the Chairman, J&K BOPEE for information of the Chairman.
11. Incharge I.T. Section for uploading on the website.

## **Instructions for submitting Preference Form online:**

1. Candidates are advised, in their own interest, to go through the Instructions contained therein before actually submitting the online Preference Form
2. BOPEE is seeking Preferences from such candidates who have qualified for NEET UG, 2018 and have been asked to fill in the Preference Form online only
3. The online Preference Form enables a candidate to fill in the preferences for various disciplines/institutions for allotment of a seat for admission in NEET UG, 2018 in State Medical/Dental Institutions/ Private College as the case may be
- 4. Candidates need to login into the application using the same username and password which was used while filling up of registration form.**
5. During the online filling up of Preference Form, the candidates will get all the details of the courses available viz-a-viz the institutions.
6. Candidates are permitted to conduct Mock exercise (rehearsal) of filling up of the preferences and this shall be available till such time as may be notified by the Board. The objective of this is to give the candidate a clear idea with regard to his preferences.
7. While conducting Mock exercise, a candidate should also keep the State merit list, which must have been declared by then, in mind so as to have a fair idea of the merit obtained by him/her vis-à-vis other candidates
8. This will facilitate candidates to fill up the final Preference Form in a hassle free and relaxed manner
9. Candidate should select his/her most preferred preference first along with the College of preference followed by second, third, fourth and so on for the said course.
10. The second preference for the course shall be given by the candidate by choosing the college preference as above.
11. This preference shall be available till all the preferences/ colleges are exhausted by the candidate
12. Candidate will be required to fill up at least one preference for a course/college and without entering any preference the candidate will not be able to proceed further

13. Candidates can modify the preferences selected by them till such time they do not finally submit/lock the Preference Form, after which the candidate will not be able to modify the same

**14. The candidate shall have to deposit a Fee of Rs. 1500 online and after locking the preferences..**

15. Candidates will get sufficient time to fill in the Preference Form and should not be in a hurry while filling up the Form. This system has been evolved to facilitate candidates to fill in the form online without approaching the BOPEE office in person.

**16. Candidates who have submitted the form online shall, however, be required to download/print at least one copy of the Preference Form for retention by the candidate.**

17. Candidates should remain in touch with the BOPEE website for update, if any, in this regard

18. For further information please see the Technical information as under:

**1. Please read the instructions carefully.**

**2. Submitting Preferences:**

- a. Candidate must lock the preferences before the last date; candidates will not be able to lock their choices after the last date.
- b. Click on "Subject" link after logging in.
- c. Select course candidate wants to apply and then click on "Select" button.
- d. Selected course available in the college will be shown in the "disciplines available box"
- e. Candidates are advised to select course as per their preferences from "disciplines available box" and clicking on ">>" button to set their preferences, course chosen will be shown in the "disciplines assigned box" with preference selected.
- f. If a candidate wants to remove the preference he/she can do so by selecting the preference from "disciplines assigned box" and clicking on "<<" button.
- g. Preferences select by the candidate will be saved automatically; candidate will get the operations performed by him/her whenever he/she logs in to the Application.
- h. Candidate can also see the preview of the preferences selected by him/her by clicking on "Preview" button and can also take the print out of the same for their perusal.

- i. Candidate can add and delete preferences anytime but before last date and before locking their preferences.
- j. If candidate wants to lock his/her choices, click on "Submit" button; a preview of choices will be shown and if he/she is satisfied with his/her preferences locked him/her then by clicking on "Submit" button the Preview Page of selected choices will be locked.
- k. Once a candidate locks his choices then no modification can be done in the preferences selected.**
- l. Candidates will be given the option to "make payment" of fee online only after the choices are locked, Fee must be paid before the last date of fee submission.
- m. Candidates can submit fee after locking their choices and clicking on subject tab.**
- n. Only those Applications will be accepted having choices locked and have fee submitted on time, Applications failing this criteria will be rejected.**

### **3. Making Fee Payment:**

- a. Fee will only be paid online before the last date of fee submission.
- b. Fee payment option will be given only after candidate locks his/her preferences.
- c. Click on "make payment" button, candidate will be redirected to Payment Page and make payment by choosing any available option.
- d. Payment Receipt will be generated after payment is successful.
- e. Candidate can take print out of the payment receipt.

### **4. Result Card:**

- a. Candidate can print his/her Result Card only after the State Merit is prepared by the BOPEE; the same will be intimated through email.
- b. To print Result Card login to your account and go to Profile tab, click on "Print Result Card" button at the bottom of the page.

### **5. Password forgotten:**

- a. Candidate can reset password of their account by going to login page clicking on "Forget Password" link, after entering StudentID and Date of Birth and Email will be sent to the email ID of the candidate
- b. Click on the link in the mail, candidate can now set new password.