



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

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**Subject: - NEET-PG (MD/MS/PGD) and MDS online registration of eligible candidates for preparation of Provisional State Merit List (PSML)-2019.**

**Reference: - (i) Notice No. 05-BOPEE of 2019 dated 01-02-2019.  
(ii) Notice No. 06-BOPEE of 2019 dated 01-02-2019.**

## **Notice No.011-BOPEE of 2019 Dated 20-02-2019**

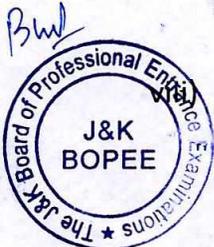
In continuation of Notice No. 05-BOPEE of 2019 dated 01-02-2019 and No. 06-BOPEE of 2019 dated 01-02-2019, the candidates, who have qualified the NEET-PG (MD/MS/PGD) and MDS, having scored the cut off marks prescribed by the National Board of Examinations (NBE), are hereby informed that it has been decided to seek online registration of willing candidates for preparation of the **PSML**, based on which the seats will be allotted subsequently on the basis of online preferences as may be submitted by the candidates that:-

- i) The online registration will commence w.e.f. 23-02-2019;
- ii) The last date of submission of online registration shall be 02-03-2019
- iii) The registration shall be made online through the BOPEE websites [www.jkbopee.gov.in/jakbopee.org](http://www.jkbopee.gov.in/jakbopee.org)
- iv) The candidates should go through the detailed conditions/instructions contained in Notice No. 05 and 06 of BOPEE dated 01-02-2019 before submission of online registration;
- v) The candidates should upload all necessary documents as mentioned in the above Notices;
- vi) The cut-off date for validity of the category certificates shall be the last date for registration fixed by the BOPEE viz 02-03-2019 as notified above.
- vii) The candidates should register their particulars carefully. The detailed instructions for filling up of online registration form are already available on the BOPEE websites. The candidates, in their own interest, are, therefore, advised to go through the same before filling up of the online registration form.

In case of any difficulty, the candidate(s) can contact the BOPEE Office at Srinagar/Jammu on the following telephone Nos: -

9419403272 / 9469012295 / 9419434133 / 8899223829 /  
01942437647 / 01912470102

- ix) The candidate(s) should go through the FAQ of the BOPEE website as the clarifications sought would be responded to for information of all the concerned. However, to reiterate only such queries shall be responded, which have not been clarified earlier;



- x) The e-Information Brochure and the Seat Matrix shall be notified separately in due course of time, which shall be available on the website of the BOPEE.

**Note:** (1) The candidates shall have to fill the following fields correctly and as filled in the NEET application form:

- a) NEET Roll No as per Admit Card.
- b) NEET-PG/MDS Score.
- c) NEET Rank.
- d) DOB.

(2) Persons with Disability (Specially Abled Persons), who have scored a minimum of 45<sup>th</sup> percentile (score General-PH 317 for NEET-PG and score UR-PH 232 for MDS) can also apply.

**ERRORS AND OMISSIONS EXCEPTED.**

*B.L.G.*  
20/02/2019

**Prof. (Dr.) B. L. Gupta,**

Controller of Examinations,

J&K BOPEE.

Dated: 20-02-2019



No. BOPEE/Exam/NEETPG-15/2019/

Copy to the: -

1. Principal Secretary to the Hon'ble Governor, J&K, Jammu.
2. Principal Secretary to Government, Health & Medical Education Department, Civil Secretariat, Jammu.
3. Commissioner/Secretary to Government, ARI & Trainings Department, Civil Secretariat, Jammu.
4. Commissioner/Secretary to Government, General Administration Department, Civil Secretariat, Jammu.
5. Commissioner/Secretary to Government, Department of Information Technology, Civil Secretariat, Jammu.
6. Director Information, J&K, Jammu for publication of the Public Notice in two leading dailies of Srinagar and Jammu each having largest circulation.
7. Director Doordarshan Kendra, Srinagar/Jammu/Leh/Kargil for favour of wide publicity through daily news bulletin.
8. Secretary, J&K BOPEE for information.
9. General Manager, Government Press, Jammu for information with the request to publish the Notice in extra ordinary issue of Government Gazette.
10. Principal Private Secretary to Chief Secretary, J&K Govt. Civil Secretariat, Jammu for information of the Chief Secretary.
11. FA/CAO, BOPEE for information.
12. Pvt. Secretary to Chairman, J&K BOPEE for information of the Chairman.
13. Standing legal counsels, J&K BOPEE.
14. Incharge Camp Office, BOPEE, Srinagar.
15. Incharge, IT Section.
16. Office file.

## GENERAL AND TECHNICAL INSTRUCTIONS FOR ONLINE REGISTRATION:

### Registration (General)

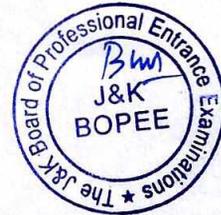
1. Visit the BOPEE website [www.jkbopee.gov.in](http://www.jkbopee.gov.in) / [www.jakbopee.org](http://www.jakbopee.org) and click on the link/button “Click to Apply” under the heading **Online Applications** and section **NEET – PG/MDS** on the home page displayed to you.
2. A page with following information about **NEET-PG/MDS** will be displayed:
  - (a) Year and Month of Applying;
  - (b) Registration Schedule;
  - (c) Important Instructions;
  - (d) instructions for uploading documents; (link/URL)
  - (e) Steps to fill Online Registration Form;
    - i. Click here to apply; (link/button);
    - ii. Upload Documents; (link/button);
    - iii. Print Application Form; (link/button).
  - (f) If already applied
    - i. Click here to login if already registered (link/button).
  - (g) After successful login, following options will be available
    - i. Personal Profile;
    - ii. Upload documents;
    - iii. Edit Application;
    - iv. Change Password;
    - v. Logout.
3. Go through the **Registration Schedule**, where start and last date for filling up online registration form/uploading documents is given.
4. Read the instructions carefully given in the **Important Instructions** section.
5. Click on the link **instructions for uploading documents** and follow the guidelines for scanning your original documents to PDF files for uploading. It also provides links to compress the PDF document files to the desired size for uploading. Desired size of the below mentioned PDF documents is from **100-200 KB**:
  - a. Permanent Residence Certificate (mandatory for all);
  - b. Date of Birth Certificate (mandatory for all);
  - c. Marks Sheets of all years of Qualifying Examination (MBBS/BDS);
  - d. Category Certificate (where ever applicable);
  - e. MBBS/BDS Degree Certificate;
  - f. MCI/DCI/State Medical/Dental Council Registration Certificate;
  - g. NEET Score Card;
  - h. Difficult Area Certificate (wherever applicable);
  - i. NOC from competent Authority in case of in-service candidates.
  - j. Rotatory Internship Completion Certificate (up to 31-03-2019);
  - k. MCI clearance certificate for candidates possessing MBBS degree from outside the country.

**Note:- Before actually filling up the online form please make sure that you have soft scanned copies of original documents as given above.**

6. Now you are ready to fill the online application form in the following steps:
  - i. Click the link/button “Click here to apply”. A pop window with the important instructions will be displayed and after reading these instructions, click on “I have



- read the instructions**" check box and then click on the **Apply** button.
- ii. A page with all registration details will be shown. After filling in the details, enter verification code in the text box given at the bottom as in the captcha image and then click on the Submit Button.
  - iii. If information provided by you is incomplete / invalid, a page will display the relevant messages otherwise a page with your submitted details will be shown with options either to verify that your details are correct or edit and correct the given details.
  - iv. Please note that your registration details are non-editable in normal circumstances once submitted.
  - v. If you want to edit/correct your registration details, then click on **Click Here to edit your registration details** link. You can do the same as many times as you require.
  - vi. If your registration details are correct, then click the **Click Here** link.
  - vii. An e-mail will be sent to the same e-mail id, which was provided while submitting NEET Application.
  - viii. Candidate must activate the account by "**clicking on the activation link**" provided in the e-mail sent and by entering the **OTP** given in the e-mail. Also enter new password for your account. Candidate will not be able to login unless account is activated. Candidates in their own interest are advised not to share log in details with anybody.
  - ix. After successfully completing the above process, candidate will be able to login on "**login**" link.
  - x. Username will be NEET Roll No. The Password will be same as set during account activation.
  - xi. After successful login, a page showing personal details with following options shall be displayed.
    - a. Personal profile.
    - b. Upload documents.
    - c. Edit application.
    - d. Change password.
    - e. Logout.
  - xii. Now candidate can upload documents in PDF format by clicking on "**Upload Document**".
  - xiii. A page with list of certificates to be uploaded shall be displayed with choose file buttons.
  - xiv. Click on each of the **choose file** buttons and choose the correct relevant PDF document for each, wherever applicable.
  - xv. After choosing these documents, click on the check box given at the bottom and provide the verification code in the text box as given in captcha image and then click on the upload button.
  - xvi. If the documents are of the correct/specific size and type, then the documents will be uploaded. Links to view and delete these documents, if required, will be displayed.
  - xvii. After uploading the necessary documents, a message will be displayed at the bottom of the page "**click here to print form if uploaded and check all the relevant documents**". After clicking on the said link, candidate can take a print



- out of registration form for personal record.
- xviii. Now, you can close this window after ascertaining that the correct documents have been uploaded by viewing them.
7. For those who have already registered, click on link/button:
- i. Click here to login if already registered.
  - ii. After successful login, candidate can;
    - a. View his personal details entered with application status.
    - b. View documents already uploaded.
    - c. Edit his/her registration details already entered at the time of registration.
    - d. Change his/her password.

**Note:- After doing so, it is strongly recommended to logout/close the browser window.**

- iii. If at any point of time, candidate forgets his/her application number/password, then click on the link/button "click here if already registered". A login page will be displayed with an option "can't access your account". Then click on the said link, a page will be displayed with following options:
- a. Home.
  - b. Login.
  - c. Application
    - i. Application form
    - ii. Application Status.
    - iii. Forgot Application No.
    - iv. Forgot Roll No.
  - d. Upload documents.

**Note:- Candidates can select any of the above options as per his/her requirements.**

