USERMANUAL FOR ANM/GNM/BASIC BSC/ PB BSC/MSC/PB Diploma APPLICANTS

[Year:2023-2024]

Preparedby: NATIONALINFORMATICSCENTRE (NIC), Bhubaneswar,Odisha

1. SYSTEM OVERVIEW

It is an online Admission platform, which enables the applicants to apply online according to their eligibility criteria for various courses.

Gotohttp://dohodisha.nic.in/

2. HOME PAGE

After going to the above link, the home page as displayed below will appear.



3. REGISTRATION PAGE

The Applicant who is visiting first time, will click "Apply Now" button first. After clicking this, Registration page will open.



Here, the applicant will fill up his all details, enter captcha and click on "Register Now" button. All Star marked fields are mandatory. If he meets age criteria for the course, his/her registration will be completed and a message will be displayed in the screen with his/her application No and email and SMS will be forwarded to the registered email id and mobile no.

<text><text><text><text><list-item><list-item><list-item><section-header></section-header></list-item></list-item></list-item></text></text></text></text>	Registration * Applicant Name * Applicant Name * Father Name * Mother Name * Continue Password
About Us Product and Services Contact Us Terms & Conditions Privacy Policy Refu	Activate Windows Go to Settings to activate Windows nd/Cancellation Policy Fee Details Price Details Pri

The applicant will note down this application No before clicking on OK. This application No and password will be required for logging in to the application form.



In the login page fill up applicationno, password, enter captcha and click on "Login". After login, program home page will display. Here, post details, steps through which applicant will proceed to complete submission of application form will be viewed.

1					4
				Apply	Nour
Coi	urse			Арргу	NOW
1	r			Ť	
\					
\					
\	L				
١	\				
Coding Administra (O The Advision form		× – @ ×
Online Admission to		missión form × 👽	Online Admission form	Ū.	
\leftrightarrow \rightarrow \mathbf{G} \square $\mathbf{d}\mathbf{c}$	ohodisha.nic.in/apply/institute	_page			Q 🛧 🔲 🎯 Incognito 😫
🔇 IIP_staging1 📫 We	elcome to 🛛 Redmine				
	Nursing Couns	seling and Admission	n		Home + Logout
	Government Of Odis	sha			
Announcement	nt I				
	Select	The Course To Apply Ar	d Click On The Apply No	w Button	REGISTRATION STEPS
A	ANM/GNM/BASIC BSC NL	ursing			1. Registration Creation
					2. Fill up Application Form
•	Step 1	Step 2	Step 3	Step 4	3. Upload Required Documents
.	Registration A	Application Form	Document Upload	Fee Payment	4. Make Payment Online
				Apply Now	5. Take Printout of Confirmation Page
				мирру нов	
					Activate Windows
					Go to settings to activate windows.
		H: 💳 📣 🖻			
D Type here t	to search	Hi 🗖 🦊 📑	🦉 🏹 🔨 🖻		31℃ ∧ 면 및 Q _× 06-07-2023 🕤

" Click on "Apply Now button". Instruction to candidate will open. Read all the instructions carefully and if agree, Click on Check Box and Click on "Apply" Button. Application form will open.

5. APPLICATION FORM

The application form consists of:-

- **O** Profile page
- **O** Document upload page
- Payment page

Profile page.

Profile page further consist of: -

- \circ Personal details \circ Parents details \circ Guardian details \circ Present address \circ Permanent address
- $\circ~$ Choice of Nodal Centre $\circ~$ Academic Information $\circ~$ Declaration.

Personal details include course details and other personal information. The details which have been already incorporated in Registration page will automatically appear. All other details are self-explanatory. ANM Course is only for female applicants.

Applicants must be a domicile/permanent resident/native of Odisha to apply for the courses. Applicants who meet the eligibility criteria regarding age, category, required qualification for each course and % of marks for various courses will be able to apply. In case any applicant who does not meet any one of these criteria will not be able to apply for that course. District wise Nodal Centre will display according to districts selected by the applicants.

Applicants applying for multiple courses, will have to pay online application fee in multiple as per number of courses applied.

After entering all the details, read the declaration, if satisfied, click check box and on "Save and Next" button. Before clicking "Save and Next" button, ensure that all mandatory fields are filled up. Otherwise, your date will be saved and all entered data will be removed.

After clicking "Save and Next", the applicant will be directed to Document upload page.

6. DOCUMENT UPLOAD PAGE

In this page, the applicant must upload all documents required for his applied course. Document file types for various documents are as under: -

Name of Documents	File size and specification
Self Photo	jpg, jpeg, png, File-Size: 40kb Min & 200kb Max, Height:600px & width:600px
Self signature	jpg, jpeg, png, File-Size: 40kb Min & 100kb Max, Height:600px & width:600px

All othe	er certificates	File-Type: PDF File-Size: 500kb Max
t ⊄ Ar	nnouncement	1 Profile Details 2 Document Upload 3 Payment
		DOCUMENT DETAILS
11 A A	NOTE : Consider (*) marks as ma Do not use special characters like	DOCUMENT DETAILS iandatory field ie ','',&,#,@,\$,^*,!,~ ,(,),<,>,? in your file name. File name should be Example: 10th.pdf or pho.jpg
H A A	NOTE : Consider (*) marks as ma Do not use special characters like *Self Photo	bandatory field se ',",&,#,@,\$,^*,1,~,(,),<>,? in your file name. File name should be Example: 10th.pdf or pho.jpg No File Choose file File-Type: jpg, jpeg, png File-Size: 40kb Min & 20kb Max HeightEoops & With: 600px
•	NOTE : Consider (*) marks as ma Do not use special characters like *Self Photo *Self Signature	DOCUMENT DETAILS nandatory field se ',",&,#,@,\$,^,*,1,~,(,),<>,? in your file name. File name should be Example: 10th.pdf or pho.jpg No File @Choose file File-Type: jpg, jpg, png File-Size: 40k bit Max 200kb Max Height: 500px & widh: 500px File-Type: jpg, jpg, png File-Type: jpg, jpg

Regularisation Order	No File	Choose file		
	File-Type: PDF File-Size: 500kb Max			
*No Objection Certificate	No File	Choose file		
	File-Type: PDF File-Size: 500kb Max		PDF	
*Work Experience Certificate	No File	Choose file		
	File-Type: PDF File-Size: 500kb Max		PDF	
*Physical Fitness Certificate	No File	Choose file		
	File-Type: PDF File-Size: 500kb Max		PDF	
*M.E Standard odia Certificate	No File	Choose file		
	File-Type: PDF File-Size: 500kb Max		PDF	
		🗚 Save & Next		

After uploading all documents, click on "Save and Next", the applicant will be directed to payment page.

	L
Preview Application Click for Payme	ent
PAYMENT PAGE	
Online Admission form x	· - 0
← → C â dohodisha.nic.in/apply/apply_4 IIP_staging1 ab Welcome to A Redmine	Q ☆ 🔲 🎯 Incognito
Nursing Counseling and Admission Directorate Of Medical Education And Training Government Of Odisha	Home 🔊 Logout
Admodutcement	
Amount : ₹ 1000.00 Preview Application Proceed for Online Payment	
 Before Payment, candidate must review all the filled data and selected course(s). After completion of payment and final submit, he/she cannot edit any data. 	
 Please do not pay multiple times in case of any broken transaction. Wait for 48hrs and give a call to technical support after 48hrs for payment confirmation. In case of unsuccess payment confirmation try to pay another time. 	
	Activate Windows Go to Settings to activate Windows.
🕂 🔎 Type here to search 🛛 🎇 🐂 🐞 🍓 🦓 🥔 🤿 刘 🗾 🔯 🔯	17:45 31℃ へ ê 記 4× 06-07-2023

Before initiation payment action, you may review your application for any changes

For initiation of payment action, click on "Proceed for online payment" button which will direct you to payment page.

Before Payment, candidate must review all the filled data and selected course(s). After completion of payment and final submit, he/she cannot edit any data.

		.011					
Online Admission form X	S Online Admission form	n 🗙 🕤 Online A	Admission form X	+			✓ - □ ×
← → C	payment/onlinepaymentir Redmine	nstruction/					् 🖈 🔲 😝 Incognito
Government O	Odisha						
tit? Announcement							
		1					
	Online Payment	Instructions					
	Online Payment	Instructions ultiple times in case of any broken tr	ansaction. Wait for 48hrs and giv	e a call to technical :	support after 48hrs for	payment confirmation. In case	,
	Online Payment Please do not pay mu of unsuccess paymer Please select the payn After the completion of	Instructions uitiple times in case of any broken tri- int confirmation try to by another tim ment gateway provider an click pay no fonine transaction you will be redirect	ansaction. Wait for 48hrs and giv ne. w to proceed for online payment. Yo di to this portal from where you ca	re a call to technical : ou can pay the amoun	support after 48hrs for t using debit card / net t e annlication	payment confirmation. In case anking / credit card.	
	Online Payment Please do not pay mu of unsuccess payme. Please select the paym After the completion of Please do not t	Instructions utilitie times in case of any broken tr ent confirmation try to vy another tir ment gateway provider and click pay no fonline transaction, you will endirect press the back or refrees	ansaction. Wait for 43hrs and giv me. w to proceed for online payment. Y ed to this portal, from where you ca sh button of the brow	e a call to technical : ou can pay the amoun n take a print out of th vser during th	support after 48hrs for t using debit card / net b e application. e whole trans:	payment confirmation. In case anking / credit card. action	
	Online Payment Please do not pay m of unsuccess payme Please advector payr After the completion of Please do not p Amount:	Instructions utiple times in case of any broken tr int confirmation try to by another fir meng dateway provider and clock apy no of confine transaction, you will be redirect press the back or refres \$ 1000	ansaction. Wait for 48hrs and giv ne. w to proceed for online payment. Y, ad to this portal, from where you ca sh button of the brow ready Paid:	e a call to technical s ou can pay the amoun n take a print out of th rser during th ₹ 0.00	support after 48hrs for it using debit card / net b e application. e whole trans: Amount to Pay:	payment confirmation. In case anking / credit card. action. र 1000.00	
	Online Payment Please do not pay mu of unsuccess payme Please select the payr After the completion of Please do not p Amount:	Instructions utiple times in case of any broken tr et confirmation try to any another tir ment gateway provider and cick pay no fonine transaction, you will endinest press the back or refres \$ 1000	ansaction. Wait for 48hrs and giv ne. w to proceed for online payment. Yi ed to this portal, from where you ca sh button of the brow Jready Paid:	e a call to technical : ou can pay the amoun n take a print out of th rser during th ₹ 0.00 ,	support after 48hrs for t using debit card / net to e application. e whole transit Amount to Pay:	payment confirmation. In case anking / credit card. action. १ 1000.00	
	Online Payment Please do not pay mu of unsuccess payme Please select the apry After the completion of Please do not p Amount:	Instruction utiliple times in case of any broken tr not confirmation try to ry another til metric gateway provider and letic kay in f online transaction, you wore redirect press the back or refres it 1000 yment gateway.	ansaction. Wait for 48hrs and giv me. w to proceed for online payment. Yi ed to this portal, from where you ca sh button of the brow Jready Paid:	e a call to technical s ou can pay the amoun n take a print out of th rser during th ₹ 0.00	support after 48hrs for t using debit cand / net b e application. e whole trans; Amount to Pay:	payment confirmation. In case anking / credit card. action. ₹ 1000.00	
	Online Payment Please do not pay mi of unsuccess payme Please select the payr After the completion of Please do not ; Amount: Select the payr	Instructions while times in case of any broken tr nt continuation try to any another fir ment gateway provider and click pay no fonline transaction, you will be edited press the back or refres \$\vec{1000}\$ yment gateway. BILLDESK	ansaction. Wait for 48hrs and giv ne. w to proceed for online payment. Yi ad to this portal, from where you ca sh button of the brow Jready Paid:	e a call to technical i ou can pay the amoun n take a print out of th reser during th ₹ 0.00	support after 48hrs for it using debit card / net b e application. e whole transi Amount to Pay:	payment confirmation. In case anking / credit card. action. ₹ 1000.00	
	Online Payment Please do not paym. of unsuccess payme Please select the pay After the completion of Please do not ; Amount: Select the pay •	Instructions Utiple times in careful any broken tr int confirmation try to y another til ment gateway provider and lock pay to f colline transaction, you wile redirect press the back or refree \$ 1000 yment gateway. BILLDESK	ransaction. Walt for 48hrs and giv me. w to proceed for online payment. Yi ed to this portal, from where you ca sh button of the brow Jready Paid: Pay Now	e a call to technical to ou can pay the amoun n take a print out of th rser during th ₹ 0.00	support after 48hrs for t using debit card / net k e application. e whole transi Amount to Pay:	payment confirmation. In case anking / oredit card. action. र 1000.00	
	Online Payment Please do not pay m of unsuccess payme Please select the payr After the completion of Please do not p Amount: Select the pay •	Instructions utiple times in case of any broken tr int confirmation try to bry another tir ment gataway protein and click appro- f online transaction, you write redirect press the back or refres \$ 1000 yment gateway. BILLDESK	ransaction. Wait for 48hrs and giv we. we porceed for online payment. Yi ed to this portal, from where you ca sh button of the brow Uready Paid: Pay Now	e a call to technical i ou can pay the amoun n take a print out of th rser during th ₹ 0.00	support after 48hrs for it using debit card / net to e application. e whole transi Amount to Pay:	payment confirmation. In case anking / credit card. action. १ 1000.00	

Here you can read payment instructions and the total amount you have to pay.

Then click on "pay now" button it will redirect you to payment gateway page.

Online Admission form	X S Online Admission form	X 🛤 BillDesk - All Your Payments. Sii X 🕂		v - 0
→ C 🔒 pgi.bil	Idesk.com/pgidsk/ProcessPayment;jse	essionid=0000AsFKhVyjfiDb7waRo2DalQL:1a7ou2u29?wpage=idmp6wxpO9fE	YtXGKDPAy7Nh	🖈 🔲 🎰 Incognito
	Credit Card	Pay by Credit Card	Merchant Name State Nursing Selection	
	finternet Banking	VISA (RuPay)	Committee DMET Odisha	
	Wallet/ Cash Cards	Card Number	Payment Amount: ₹ 1000.00	
	ER QR	Ener Cald number		
	🟳 UPI	Month Year		
		Card Holder Name		
		Enter card holder name		
		Make Payment		
		maker dyment		

You may make payment through online banking, credit card and debit card & other payment option (UPI). Once payment is made you will receive one SMS stating that your application is successfully submitted.

Click on "OK" button. Print application link will be displayed below the name of the course applied. You may take print out of the application form.

Iai	ke a print	of your appli	cation		
		\backslash			
	lursing Couns	seling and Admission	n		
D G	irectorate Of Media	cal Education And Training			Home D Log
ouncement					
	0-1				
	Select	The Course to Apply An	a Click On the Apply N	ow Bullon	L Degistration Creation
ANM/G	NM/BASIC BSC Nu	ırsing			2. Fill up Application Form
	Step 1	Step 2	Step 3	Step 4	3. Upload Required Documents
	egistration 🎓 🚽	Application Form	Document Upload A	Fee Payment	4. Make Payment Online
Re	And and a second se			D Drint Application	5. Take Printout of Confirmation Page
Re					

Activate Windows Go to Settings to activate Windows.

You may take print out of application form by clicking on "Print Application" button.