

#### MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s of 3 UGC Act, 1956) Accredited by NAAC with 'A' Grade

Ref: MGMIHS/X-I/2020

Date: 14.01.2020

## NOTIFICATION NO: | /2020

# ONLINE STUDENT REGISTRATION FOR BPT (CBCS) I SEMESTER EXAMINATION, FEBRUARY- 2020

#### NAME OF CENTRE: MGM MEDICAL COLLEGE, NAVI MUMBAI /AURANGABAD

	Date
Opening of Online Registration Process by Students	27.01.2020
Closing of Online Registration Process by Students	28.01.2020 (5 pm)
Filling of Internal Assessment / Thesis approval & attandance by respective Principal	29.01.2020 to31.01.2020 (5 pm)
Payment of Examination Fees and completion of online examination form by students using own login ID with late fee	01.02.2020 to 02.02.2020 (5 pm)
Generation of online Hall Tickets by Students	03.02.2020 (5 pm)

#### STEPS FOR COMPLETION OF ONLINE APPLICATION FORMS

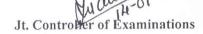
SILLSI	OR COMIT LETTON OF ONLINE	ATTLICATION FORMS	
Steps	Activity		
Step -1	Online Registration of Candidate at MGMIHS website (Student section) by PRN number, uploading phone number and E-mail address. While the e-mail address will remain as user-id, the student has to generate own password to remember.		
Step -2	Students will now upload own Scanned signature and recquality, Full Face, Passport size, colored photo with N background to the said portal using their login ID and passwo Specifications of Photograph Caps, hats and dark glasses are not acceptable.		
at.	Scanner Properties of Photograph:  Dpi setting = 200 dpi True Color File Format: (*.jpeg, *.jpg, *.jpe)	<ul> <li>Cropping Properties of Photograph:</li> <li>File Size must be between 60KB to 100KB</li> <li>Height must be 4.5 cm.</li> <li>Width must be 3.5 cm.</li> </ul>	



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	Accredited by White with		
	Specifications of the Signature The signature is proof of identity, it must be genuine and in full.		
	Scanner Properties of Signature:	Cropping Properties of Signature:	
1.00	Dpi setting = 200 dpi	File Size must be between 10KB to 30KB.	
	True Color	Height must be 1.5 cm.	
	File Format : (*.jpeg, *.jpg, *.jpe)	Width must be 3.5 cm.	
Step -3	After approval of attendance, thesis approval and "No dues" by the		
	Dean a pre-filled application form will be automatically generated in the system upon login. The student will be able to see the exact deficiency if in order to be eligible to proceed further for payment examination fees.		
Step -4	The offline payment gateway from "E- pay" will be reflected on		
	student's login once s/he generates the online examination form. The		
	student now proceeds to pay exami	nation fees (BPT INR 4500/-),	
	collecting a challan/DCR.	-	
Step -5	The student will key in the challan number in the prefilled application		
	form in the drop down menu at his/her login in the portal.		
Step -6	accounts department at MGMIHS will retrieve the DCR from SBI		
1	website next very day and reconcile payments. After verifying all		
	other eligibility conditions the on-line application form will be cleared		
	by the examination section.		
Step -7	Thereafter, the student can generate own hall-ticket online		
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#### Copy forwarded to:

1. The Registrar, MGM Institute of Health Sciences, Navi Mumbai with a request to urgently upload in MGMIHS website.

- 2. The Dean, MGM Medical College, Navi Mumbai / Aurangabad
- 3. The Principal, MGM School of Physiotherapy, Navi Mumbai/Aurangabad
- 4. The Dy. Registrar (Regional Office), MGMIHS, Aurangabad
- 5. The Accounts Dept, MGMIHS, Navi Mumbai
- 6. Notice Board for information of students