


WELCOME TO THE ONLINE REGISTRATION SYSTEM

Permanent Registration

Application Form for Permanent Registration after one-year completion of Internship Training program.

General Instructions for Online Registration

1. Carefully choose the application you want to apply for through online from the homepage and proceed by entering all the details required as part of the application.
2. Candidates are required to have a valid personal e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online.
3. The name of the candidate or his/ her father/ etc should be spelt correctly in the application as it appears in the certificates issued from UPMC/ Other State Council/ MCI.
4. On successful submission of application details, the system will generate a unique Reference Code for the application. You should note / remember your system generated Reference Code. Reference Code for future reference and use.
5. After submitted the proceed button the system will ask for upload the duly attested Photograph & Signature as mentioned in Document Submission Instructions for Online Registrations in the next step.
6. After submitted the proceed button the system will ask for upload the documents. Kindly upload the documents as per Documents type. The **Self-Attested Scan Documents** are to be uploaded in particular order no request for wrong upload will be entered later.
7. The applicant is allowed to change the details as provided before the successful payment, no further updates will be entertained thereafter. For any kind of correction after issuing of Registration Certificate will be entertained only after submission of correction fee personally at U.P. Medical Council.
8. After you click the successful completion of all details, system will ask you to make the payment  (Refer Fee Structure) . You can make the payment online.
9. The system will provide you with options "Acknowledgment" on successful submission of application online.
10. Take a print out of the "Acknowledgment and supported documents as listed in acknowledgment (**To be produced in original in particular order as mentioned in acknowledgment**) required as part of the application and submit the application to U.P. Medical Council within one month from the date of submission of application online.

Payment Instructions for Online Registration

Sr. No.	Application Type	Registration Fees
1.	Permanent Registration-Indian Qualification	Rs 2250/-
2.	Permanent Registration-In case of Foreign Medical Graduate	Rs 4250/-

Note - In case of Online Payment Verification of documents will be done only after realisation of payment from Bank or after 2 working days from the date of transaction. Please confirm the payment from bank/ U.P. Medical Council before retry in case of unsuccessful payment or retry after 2 working days.

Online Payment related Query EMail: supportaccount@upsmfac.org

Phone Contact No.(s): (0522) 2238846, 3302100

Document Submission Instructions for Online Registration

Attestation of Photograph & Signature :

Photograph & Signature should be duly attested by:

- a. Principal of Medical College
[OR]
- b. C.M.S. of the hospital from where he/she has undergone internship

Photograph Image:

(i).Duly attested as mentioned above Photograph must be a recent passport style colour picture.

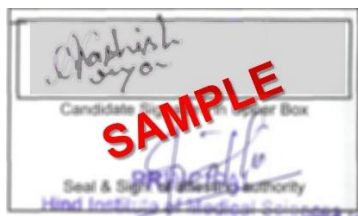


(ii).Ensure that the size of the scanned image should be 3 CM (Width) * 3.5 CM (Height) at least 300 dpi (200-500 KB size), for each (sample given as above).

(iii).Images must be in JPG format only.

Signature Image :

(i).Duly attested as mentioned above the applicant signature must be on white paper with Black/Blue Ink pen.



(ii).Ensure that the size of the scanned image should be 6 CM (Width) * 3.5 CM (Height) at least 300 dpi (200-500 KB size), for each (sample given as above).

(iii).Images must be in JPG format only.

(iv).The signature must be signed only by the applicant and not by any other person.

(v).If the Applicant's signature on the Submitted Application does not match the signature attached by him/her, the applicant will not be accepted and processed.

While filling in the Online Application Form the candidate will be provided with a link to Attach his photograph and signature.

Procedure for Uploading the Photograph and Signature & Documents :

- (1). There will be a link for Attach Photograph, Signature & Documents.
- (2). Click on the respective link "Attach Photograph & Signature under - Upload Related Photographs & Documents - Upload Related Documents".
- (3) Documents are to be uploaded in particular order as mentioned in Document Type. Only jpg files are allowed to be uploaded and make sure that document/image extension is .jpg or .JPG

Instructions

1. Following documents should be submitted at the time of document verification at U.P. Medical Council:
 - (i) Original Provisional Certificate
 - (ii) Original Internship Completion Certificate (Form B)
 - (iii) A set of self-attested all uploaded documents including the print of Enrollment Form M.B.B.S. On-Line Registration & Fee Submission slip.
 - (iv) Aadhaar Card for Identity & Address proof.
2. U.P. Medical Council has the right to cancel the certificate, if any information is found to be incorrect or fake.
3. If any discrepancy is found, please contact below:
U.P. Medical Council
5, Sarvpalli
Mall Avenue Road,
Lucknow - 226001 (U.P.)
India
Phone Contact No.(s): (0522) 2238846, 3302100 (Ext.: 207-210)
Email : upmedicalcouncil@upsmfac.org
4. Online Payment related query EMail: supportaccount@upsmfac.org