No. HPU(MBBS/BDS –Admission)ET/2020   Dated:12.11.2020

Instructions for Editing the information/particulars of application form and Choices/preferences of Colleges, Course/Quota for admission to MBBS/BDS Course for the session 2020-21

This is for the information of all candidates who have registered themselves for admissions to MBBS/BDS courses in the state of Himachal Pradesh for the session 2020-21 and would want to edit any information/particulars of their application form alongwith choices of colleges/preferences during the edit window between 12th and 13th November, 2020.

Candidates must ensure to read these instructions carefully and comply with the same. The HP University will not be responsible for any implications thereof incase the below instructions are not complied with.

- Once the Candidates initiate the EDIT process he/she must ensure to finally submit the form after initiating the entire editing process. This will be done after candidate fills in all the milestones successfully, accepts the declaration and finally submit their application. If the form is not finally submitted, the SAVED data will not be considered for next stages and only the previous SUBMITTED data will be considered.

- Candidate has to pay difference amount of application fee (only if applicable) which may be accrued in lieu of his/her change of category. Candidates who don't pay the aforesaid difference of fee, he/she will not be considered for completing the form in the next stages and his/her form treated as incomplete due to which he/she will not be able to participate in counseling.

- When the candidate edits his/her eligibility & Category details form, this may result in change of his/her eligibility for admission to various seats/quota/ choice/preference of colleges. Hence, the system will automatically delete those preferences which were filled/submitted before editing. Therefore, the Candidates must ensure to review their Choices/preferences of college again during the editing process and then finally submit the form very carefully in order to avoid any complications while allotment of seats.

- Candidate must ensure to fill in all the preferences of colleges and quota of seats in which he/she wants to seek admission. Candidate must fill in all the desired preferences of colleges (Govt./private) and quota of seats in that respective college (as per eligibility) where he/she wants to seek admission in the College under specific quota of seats in that college, if not filled in, will not be considered for final allocation. No other opportunity will be given to candidates to edit the same after the last date. HP University will not be responsible for any wrong filling of preferences on any ground whatsoever (ex-unawareness of the online process). For any query, candidate can raise a Help Desk Ticket on admissions portal or email to the counselling id or call up the university officials.

- Candidates who do not re-select/fill-up the choices/ preferences after making the payment, they shall not be considered for allotment of seats. Therefore, candidates are advised to re-select/fill-up choices/preferences of Colleges/Course/Quota very carefully before final submission of the form.

- After completing the editing process Candidate must ensure to take the print out of their revised Confirmation Copy of application form after finally submitting the online application form by visiting the link "Print Candidate Registration Confirmation Copy" which will appear in the left menu after the candidate login into his/her account in the admission portal.

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(Dr. J.S. Negi)
Controller of Examinations

Copy to:

Incharge, Websites of H.P. University, Shimla for uploading the same on the website and on URL: https://hp.online-counselling.co.infor information of the Candidates.

-sd/-
Assistant Registrar
Entrance Tests