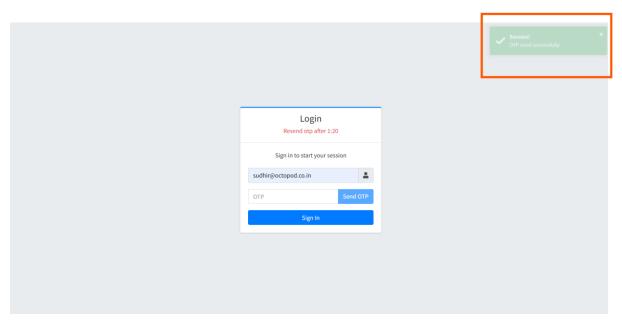
How to Apply for MBBS/BDS affiliation once the application is verified and approved by the university

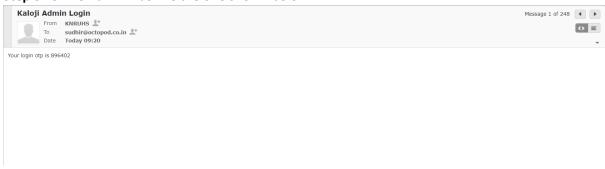
Step 1:- Once the University Approves the Application submitted by the college. The college will get an email notification with a link to log in by their respective email IDs. The approval Email is shown below for reference, highlighting the URL for login.



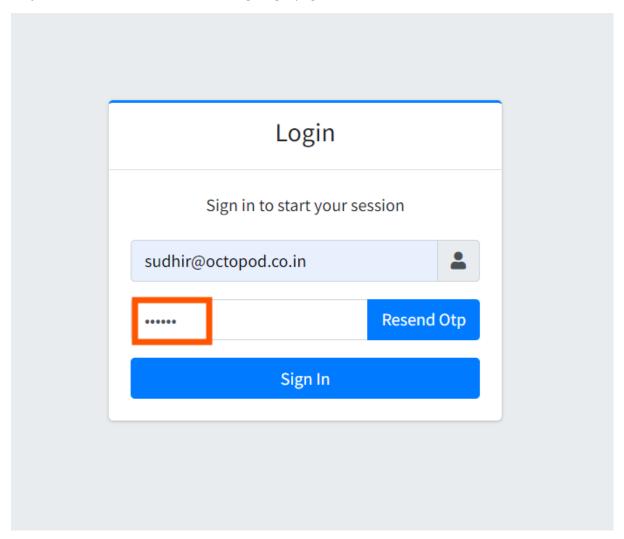
Step 2:- After clicking the link the user will be redirected to the college login page of the Affiliation system. Provide your registered email address and click on "Send OTP". An OTP will be sent to the respective email ID with the success message at the top right corner highlighted below.



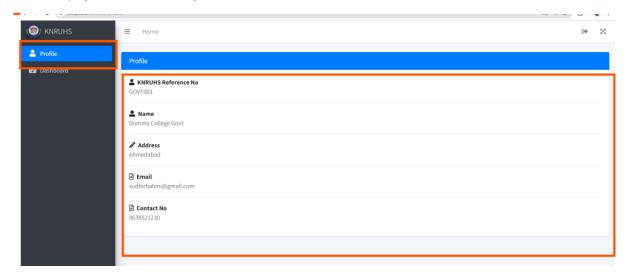
Step 3:-OTP email will be like the one shown below.



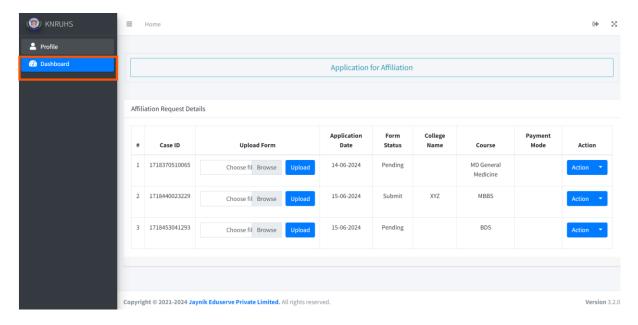
Step 4:- Please use this OTP in the college login page shown below.



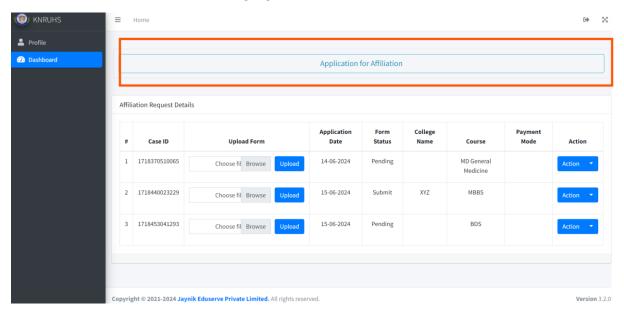
Step 5:- Click on the "Sign In" button and the user will be logged in to the affiliation system. The "Profile" page shows the college details as shown below.



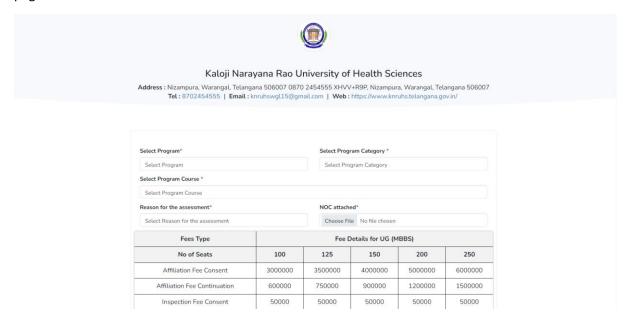
Step 6:- The user needs to click on the "Dashboard" tab shown below to go to the Dashboard. Below is the screenshot of the same for reference.



Step 7:- Once the user can reach the page shown above, the user needs to click on the "**Application** for Affiliation" button. The button is highlighted below for reference.

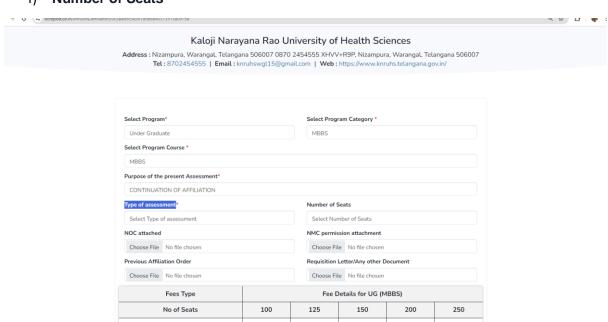


Step 8:- Once the user clicks on the "Application for Affiliation" button user will be redirected to the page shown below.



Step 9:-The user needs to make the following inputs for the MBBS program. (Page shown below for reference)

- a) Select Program Under Graduate
- b) Select Program Category MBBS
- c) Select Program Course MBBS
- d) Purpose of the present Assessment
- e) Type of assessment
- f) Number of Seats

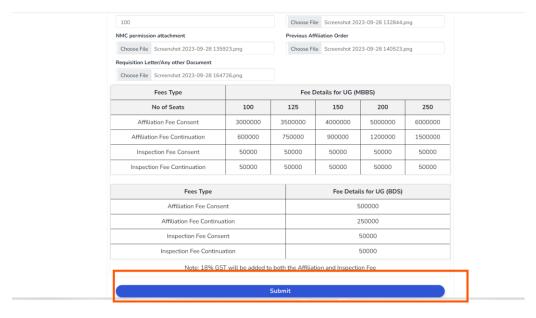


Step 10:- The user needs to make the following inputs for the BDS program. (Page shown below for reference)

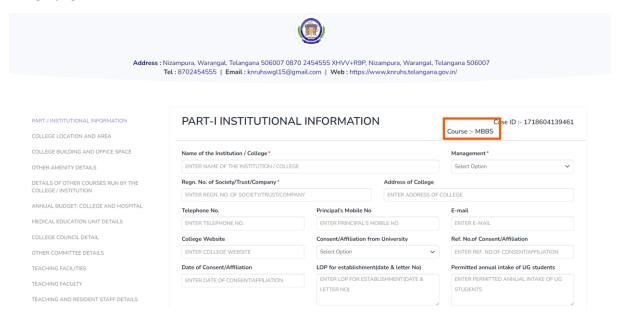
- a) Select Program Under Graduate
- b) Select Program Category BDS
- c) Select Program Course BDS
- d) Purpose of the present Assessment
- e) Type of assessment
- f) Number of Seats



Step 11:- Once the details are filled in on the page shown above user needs to click on the "Submit" button. Highlighted below and is at the bottom of the page after Fee details.



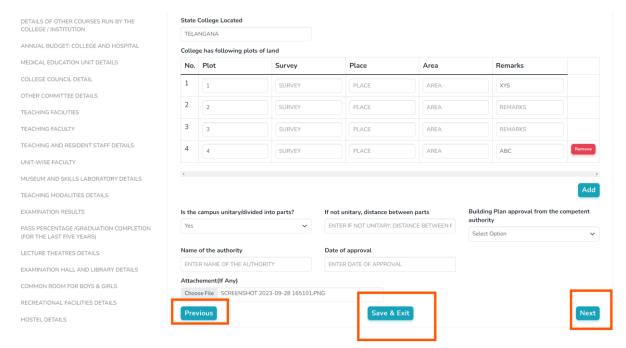
Step 12:- Once the "Submit" button is pressed, the user will be redirected to the "Affiliation form filling:" page.



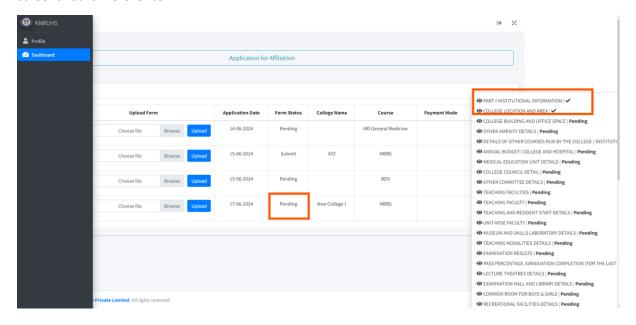
Step 13:-The user can fill in the details and click on the "Next" button to save the details and go to the next page, the "Previous" button to go to the previous page, and the "Save and Exit" button to save the details and exit the form for the time being to be filled later on.

(Note: - only data will be saved, attachment need to be attached again).

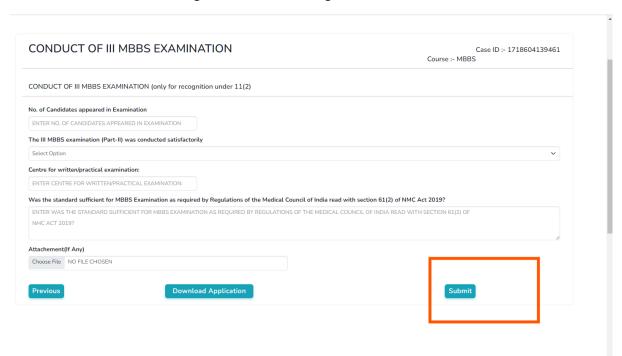
All buttons are highlighted below.

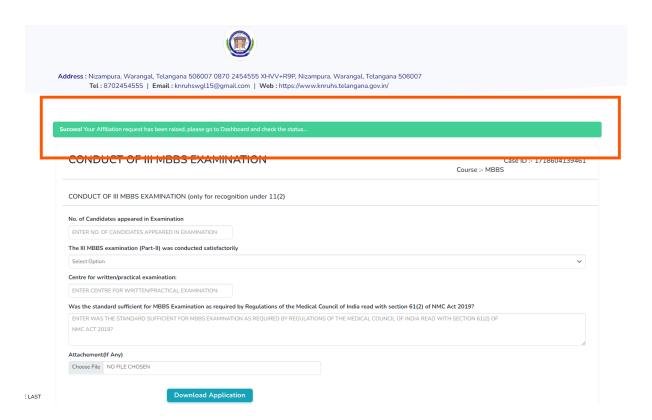


Step 14:- The saved form will be visible in the Dashboard in the "Pending" Status. Refer below screenshot for reference.



Step 15:- After filling in all the details user needs to click on the "Submit" button, once the user clicks on the submit button user will get the success message.





Step 16:- Once the user gets the success message they need to download the form, get it signed by the authority, and then need to upload it back through the dashboard shown below. (Once the form is submitted the status will be "Submit" in the dashboard.)

