Before applying online or registering for application, Candidates should have the following:-

STEP I: New User Registration

The students who apply for the Eligibility certificate should first register in the website www.ecms.online

- Go to the website www.ecms.online.
- Click New Users/Register link which is encircled in the screen shot below.

- After clicking on Register button, candidates will be required to fill ‘new candidate’s registration’ details.
Please click **Register** button after entering all the details.

- **Candidate Name & Gender**: Please enter your name as mentioned in your SSLC Mark Sheet.
- **Father's & Mother's Name**: Please enter your Father and Mother name.
- **Gender**: Select the appropriate gender from the drop-down list.
- **Date of Birth**: Please enter correct Date of Birth (MM/DD/YYYY format). No modification can be made thereafter. During the application process, the applicant will be asked to upload his/her SSLC Mark sheet or Certificate as proof of date of birth.
- **Note**: The candidates should have completed 17 years on or before 31st day of December of the year of admission.
- **Email Address**: The applicant has to enter his/her own valid & functional email address. This will be used for the application process and subsequent communications upon registration.
- **Nationality**: Select appropriate Nationality from the drop-down list.

> “Please note that you cannot Edit/Modify your information once you click **Register Button**”. Please ensure that all aspects of the application and supporting information are correct before registering.

- After successful submission of the Registration form, a confirmation email with a verification link will be sent to Applicant's registered Email Id.
- Applicants need to check their registered email's inbox folder (SPAM/BULK folder) and click on the link to verify their registration.
- After successful verification, the applicant can apply for admission to Undergraduate and Post Graduate Courses.
Open up your email and click the activation link provided which is encircled in the screen shot.

- Click on the link in the mail to open the webpage. "Create a username and password of your choice". In the webpage, enter - User name, Password and Re-Enter Password, and then click on the “Continue” button to get the course selection page.
Step 2: Login, If Already Registered

Existing candidates click on **Login button** link which is encircled in the screen shot below.

Existing user need to enter their User Name and Password, and then click on “**Login**” button to get the Course selection page.
Applicants who forget their password can reset it by clicking on “Forgot Password” option provided on the Login window.

**Step 3: Course selection**

Choose a “Faculty” and a “Course Applying For” drop down. And click “Register” button.

[ “Faculty” is for selecting course subject and “Course Applying For” is to select PG (MEDICAL, MDS, PG-BAMS, PG-BUMS, MD-Naturopathy, MD-Homeopathy, M.Sc Nursing, M.Pharm and MPT)

Candidate can apply more than one course using same username & password.

![Course Selection Screen](image.png)

[Note:
- At first, she/he will have to add their course. “Please Select the Course which you have registered already” will be blank.
- If the candidate has selected some courses, the selected courses will be displayed in “Please Select the Course which you have registered already”. Then, She/he can add other course if they needed.]

**Step 4: Personal Information**

- In “Personal Information”, candidates will have to fill the details - Region, Category, postal address, permanent address and valid 10 digits phone number.
- Then she/he have to click Next button which is encircled in the screen shot.
Step 5: Educational details

Here, candidates will have to fill the below details –

- **Qualifying Degree Education Details** including ‘Name of the College and Address’, ‘University to which College is Affiliated’, ‘Date of Joining’, ‘Date of Completion’
- ‘Date of Internship Completion’, State Council Registration Number/ License number ‘and License / Registration Date’.
PG M.Sc Nursing candidate have fill the below details-

i) B.Sc Nursing Details including-
- ‘College Name and Address’, ‘Is the College Recognized by Indian Nursing Council for the Year of Graduation’,
- ‘Date of Joining’, ‘Date of Completion of the Course’,
- ‘Result’, ‘Result Date’, Result Date ‘and first, second, third & forth years marks
- **Post B.Sc Work Experience Details** including’ Designation’,
- ‘College Name’,’ Recognition Status’, and ‘Duration’.

![Education Details](image)

OR

ii) GNM Education details including-
- College Name and Address’ s the College Recognized by Indian Nursing Council for the Year of Graduation’,
- ‘Date of Joining’, ‘Date of Completion of the Course’,
- ‘Result’, ‘Result Date ‘and first, second, third & forth years marks.
- **PB - BSC Course Details** including
- College Name and Address’ s the College Recognized by Indian Nursing Council for the Year of Graduation’,
- ‘Date of Joining’, ‘Date of Completion of the Course’,
- ‘Result’, ‘Result Date ‘and first and second years marks.
### LIST OF UG COURSES AND MINIMUM PERCENTAGE FOR EACH COURSE

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Course Name</th>
<th>Percentage for General/ Non Karnataka</th>
<th>Percentage for SC / ST &amp; OBC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PG Medical/PG Superspeciality</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>2</td>
<td>PG Superspeciality</td>
<td>pass</td>
<td>pass</td>
</tr>
<tr>
<td>3</td>
<td>MDS</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>4</td>
<td>PG Ayurveda</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>5</td>
<td>PG Unani</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>6</td>
<td>MD Naturopathy</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>7</td>
<td>MD Homeopathy</td>
<td>Pass</td>
<td>Pass</td>
</tr>
<tr>
<td>8</td>
<td>M.Sc. Nursing</td>
<td>55</td>
<td>50</td>
</tr>
<tr>
<td>9</td>
<td>M.Pharm</td>
<td>55</td>
<td>50</td>
</tr>
<tr>
<td>10</td>
<td>MPT</td>
<td>Pass</td>
<td>Pass</td>
</tr>
</tbody>
</table>
Step6: Photo, Signature and documentation uploading

Please upload the soft-copy of the mentioned documents. And click on “Next” button.

• NOTE: Before uploading your signature and Right-hand Thumb Impression, you need to download DECLARATION BY THE CANDIDATE PDF in document upload page.
- Upload All Semester Marks Card (Mandatory) and scanned image file size should not be more than 50 KB.
- You can upload multiple images at once without page refresh using drag and drop option.

Please upload the scanned documents correspondingly:

- Candidate's Passport Size Photograph.
- Upload Date of Birth Certificate/SSLC Marks Card.
- Category Certificate (if applicable) in image format.
- Declaration with Candidate Signature & Thumb Impression of Right Hand.
- Neet Rank Card certificate (Applicable for only MBBS course).
- Degree All Semester Marks Cards and Degree Certificates.
- Internship Complete Certificate.
- Upload State Council Registration Certificate.
- Migration Certificate from the University (Students from RGUHS need not Upload).
- MD/MS degree certificate (Applicable for only MBBS course).
- Marks card showing Urdu/Arabic/Persian is one of the principal subjects (Applicable for only PG UNANI)

Please upload the scanned documents corresponding (PG-B.Sc Nursing):

- Candidate's Passport Size Photograph.
- Upload Date of Birth Certificate/SSLC Marks Card.
- Category Certificate (if applicable) in image format.
- Declaration with Candidate Signature & Thumb Impression of Right Hand.
- Upload all B.Sc All the Marks Cards.
- Nursing Council Registration Certificate.
- GNM Nursing All Semester Marks Cards.
- Upload GNM Nursing Certificate.
- Upload PB – B.Sc Experience Certificate.
- PB – B.Sc Marks Cards.

Step 7: Payment Fees Structure

LIST OF UG COURSES AND FEE STRUCTURE FOR EACH COURSE

<table>
<thead>
<tr>
<th>Sl.no</th>
<th>Course Name</th>
<th>Application Fee</th>
<th>Candidate’s Category</th>
<th>Payment Mode</th>
</tr>
</thead>
</table>

10
<table>
<thead>
<tr>
<th>No.</th>
<th>Course</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PG Medical &amp;superspeciality</td>
<td>3000/-</td>
</tr>
<tr>
<td>2</td>
<td>MDS</td>
<td>3000/-</td>
</tr>
<tr>
<td>3</td>
<td>PG Ayurveda</td>
<td>2000/-</td>
</tr>
<tr>
<td>4</td>
<td>PG Unani</td>
<td>2000/-</td>
</tr>
<tr>
<td>5</td>
<td>MD Naturopathy</td>
<td>2000/-</td>
</tr>
<tr>
<td>6</td>
<td>MD Homeopathy</td>
<td>2000/-</td>
</tr>
<tr>
<td>8</td>
<td>PG B.Sc. Nursing</td>
<td>2000/-</td>
</tr>
<tr>
<td>9</td>
<td>MPT</td>
<td>2000/-</td>
</tr>
<tr>
<td>10</td>
<td>M.PHARM</td>
<td>2000/-</td>
</tr>
</tbody>
</table>

- Karnataka/Non Karnataka General
- Other Backward Classes (OBC: Both Creamy and Non-cream Layers)
- Scheduled Caste (SC)
- Scheduled Tribe (ST)

Credit/Debit Card and Net Banking

Click on “**Pay Now**” button to do the payment of the corresponding course.

**Note:** Kindly verify the details filled in the application form before clicking “**Make Payment**” button. After Payment cannot be modified information at later point of time.
Pay Eligibility certificate Fee for corresponding course by using Net banking/ Debit card/ Credit card.

- If transaction of payment failed, you will receive SMS (“Due to network technical error” message).
- In this case, you need to pay once again after sometime to make the payment successful.
- After completion of payment procedure candidate may take a print out of Eligibility Certificate by clicking print button in Thank You page or click on the “Next” button to get the dashboard page.

**Step 8: Dash Board**

Here dashboard contains all the details provided by candidate during on line registration i.e. Personal Details, Qualification, Uploaded Images and Payment details.
You can also take print out of “The Eligibility Certificate” by clicking on “Print” button shown in the certification status.