

## Program Preference Guidelines.

### Instructions for uploading requisite Documents and filling of preferences form for Online Admission Counseling Process for the Session 2021-22

#### *Important Instructions to the Candidate*

*The College/Branch shall be allotted to the Candidate on the basis of merit. The Candidate is advised to fill in their priority /preference as a fresh for each round of counseling after keeping in view the vacant seats status Once priority /preference once submitted by the Candidate shall not be changed or updated after the final submission.*

Dear applicants,

Clear your cookies and refresh the page if you are unable to fill preferences/uploading documents. It is essential to fill preferences in this round of counseling. The candidates can upload the documents in this round of counseling (if not uploaded earlier) as per the counseling schedule available on university website.

#### Step to Follow: -

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2. Document Upload

3. Programme Preferences

**Personal Information**

Application No.:	<input type="text"/>	Marital Status:	<input type="text"/>
Admission Quota.:	<input type="text"/>	Category:	<input type="text"/>

Instructions for uploading requisite documents and filling of preferences form for Online Admission Counseling Process for the Session 2021-22

*Important Instructions to the Candidate*

*The College/Branch shall be allotted to the Candidate on the basis of merit. The Candidate is advised to fill in their priority /preference as a fresh for each round of counseling after keeping in view the vacant seats status Once priority /preference once submitted by the Candidate shall not be changed or updated after the final submission.*

Dear applicants,  
Clear your cookies and refresh the page if you are unable to fill preferences/uploading documents. It is essential to fill preferences in this round of counseling. The candidates can upload the documents in this round of counseling (if not uploaded earlier) as per the counseling schedule available on the university website.

**Steps to Follow: -**

- Click on **Save & Next**.
- **Upload Documents.**

**Note:** -The list of documents (Category/sub-category, qualifying examination/Entrance Test, proof of DOB, Character Certificate, Bonafide Domicile Certificate, EWS Category Certificate etc.) as selected/filled by the candidate during filling of Admission Form will appear automatically in your login id. The candidate is required to upload clear scanned JPG/JPEG image of file size upto 2MB against the document if not uploaded during previous round of counseling. Documents marked with \* are mandatory to upload.

- Click on "**Save & Next**" button. After saving the information the page "Programme Preferences" will appear.
- The candidate is required to select at least five preferences and maximum 20 preferences for different branch(es) and institution(s) of their interest.
- Select the values from the dropdowns. **Preference, Admission Quota, Branch and Institution**
- Click on "**Add**" button to add on the preference(s). The list of preferences as added by the candidate will appear on the screen.
- After adding the preferences click on "**Submit**" button.

▲ In case you have any trouble in logging in or filling form, you can visit our campus or contact us. Assistance will be provided.

📧 Contact Details:  
Help Desk- 01905292102 Email:- helpdesk.amruhp@gmail.com  
Help Desk- 01905292102 Email:- helpdesk.amruhp@gmail.com

- **Click on Next.**
- **Upload Documents.**

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Sr no.	Document name	Description	Attached document	Attachment
1	10+2 Certificate*	10+2 Certificate	<input checked="" type="checkbox"/>	<span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
2	Photo Id that the Applicant will carry in the Examination*	Photo Id that the Applicant will carry in the Examination	<input checked="" type="checkbox"/>	<span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
3	10th Certificate*	10th Certificate	<input checked="" type="checkbox"/>	<span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
4	Bonafide Himachali	Bonafide Himachali	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
5	Address Proof	Address Proof	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
6	SC/ ST Certificate	SC/ ST Certificate	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
7	OBC certificate	OBC certificate	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
8	Certificate of Widow from concerned SDM	Certificate of Widow from concerned SDM	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
9	Certificate of the wards of Freedom fighter	Certificate of the wards of Freedom fighter	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
10	Certificate of Defense Service Personnel	Certificate of Defense Service Personnel	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
11	Widows/Wards of Ex-servicemen	Widows/Wards of Ex-servicemen	<input checked="" type="checkbox"/>	<span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
12	PH Certificate	PH Certificate	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
13	Certificate to be submitted by the Father/Mother of those candidates who are employees of the HP Govt. or Autonomous bodies	Certificate to be submitted by the Father/Mother of those candidates who are employees of the HP Govt. or Autonomous bodies	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
14	EWS certificate	EWS certificate	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>
15	BPL Category Certificate	BPL Category Certificate	<input type="checkbox"/>	<span style="background-color: #007bff; color: white; padding: 2px 5px; font-size: 8px;">Upload Document</span> <span style="font-size: 8px;">* Allowed File Size = 2MB.</span>

Previous
Save & Next

**Note:** -The list of documents (Category/sub-category, qualifying examination/Entrance Test, proof of DOB, Character Certificate, Bonafide Domicile Certificate, EWS Category Certificate etc.) as selected/filled by the candidate during filling of Admission Form will appear automatically in your login id. The candidate is required to upload clear scanned JPG/JPEG image of file size upto 2MB against the document if not uploaded during previous round of counseling. Documents marked with \* are mandatory to upload.

- **Click on “Save & Next” button.** After saving the information the page “Programme Preferences” will appear.
- The candidate is required to select at least five preferences and maximum 20 preferences for different branch(es) and institution(s) of their interest.

- Select the values from the dropdowns. **Preference, Admission Quota, Branch and Institution**
- **Click on “Add” button to add on the preference(s).** The list of preferences as added by the candidate will appear on the screen.
- After adding the preferences **click on “Submit” button.**

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**Note :** Minimum Allowed Preferences : 5  
Maximum Allowed Preferences : 20

Preference	Admission Type	Branch	Institutes	
Select	Select	Select	Select	<input type="button" value="Add"/>
Branch Name			Preference	Action

- After submitting minimum preferences, you can reset the details any time till last date.

**Note :** Minimum Allowed Preferences : 5  
Maximum Allowed Preferences : 20

Preference	Admission Type	Branch	Institutes	
Select	Select	Select	Select	<input type="button" value="Add"/>
Branch Name			Preference	Action
Sister Nivedita Government College of Nursing IGMC Shimla - Department of Nursing - M.Sc Community Health Nursing (HP Quota)				1
Shivalik Institute of Nursing Chhiber Complex Kama Nagar Bhattakuffer Sanjauli Shimla - Department of Nursing - M.Sc Community Health Nursing (HP Quota)				2
Guru Dronacharya College of Nursing at Tang Narwana Tehsil Dharamshala Distt Kangra - Department of Nursing - M.Sc Mental Health Nursing (HP Quota)				3
Guru Dronacharya College of Nursing at Tang Narwana Tehsil Dharamshala Distt Kangra - Department of Nursing - M.Sc Community Health Nursing (HP Quota)				4
Shimla College of Nursing Village Shurala PO Kamlanagar Shimla - Department of Nursing - M.Sc Medical Surgical Nursing (Management Quota)				5