



THE WEST BENGAL UNIVERSITY OF HEALTH SCIENCES

DD-36, Sector-1, Salt Lake, Kolkata – 700 064, W.B

Website: <http://www.wbuhs.ac.in>; **EPBX:** (033) 2321 – 3461, (033) 2334 - 6602

Fax: (033)2358 - 0100

Ref. No. OG/WBUHS/2022-23/1339

Date: 7th Dec., 2023

NOTICE

In continuation to the previous notice vide Memo. No.: OG/ WB UHS/2023-2024/ 1168, Dated: 29.09.2023, it is hereby notified to all candidates seeking admission to different courses through the examination of JEMAS PG 2023, that the counseling of the remaining courses will be conducted through online portal based method by registration and choice filling.

The candidates are to navigate into the homepage of the University website <https://www.wbuhs.ac.in> and enter under the tab “Counseling” to find out all the notices and important procedural instructions for registrations, choice-filling and generation of allotment receipts..

The candidates who have applied for one or more than one course will have to log in to the portal of online counseling, devolved for the purpose, provided in the University Website by a candidate registration system. They will choose the college/colleges and/or course/courses in the portal. The computerized system will allot them a seat in any college or course according to the preferences exercised by the candidate vis-à-vis the rank of the candidate obtained in the entrance examination.

The schedule of Online Counseling:

- Declaration of the Frozen available seat matrix for different courses in various colleges: **8th Dec., 2023**
- The Registration and Choice Filling Opt In procedure: **11th Dec., 2023 to 11.59 Hrs., 19th Dec., 2023**
- Declaration of allotment and downloading the allotment receipt: **23rd Dec. 2023**
- Last date of admission to the respective courses at the allotted colleges: **30th Dec., 2023**

The candidates are instructed to follow the link for online registration and choice filling:

<https://onlinecounseling.wbuhs.ac.in/>

The candidates who have applied for courses (the names of which are enlisted below) are hereby directed to do the registration and choice filling procedure within the notified dates positively, failing which he/she will not be allowed for the counseling. The relevant courses for online counselling are:

- | | | | | | |
|---------------|---------------------|---------------|----------|--------------|--------------|
| i) Dip Diet, | i) DHPE | iii) DHS | iv) FCCT | v) FPM | vi) FRMTS |
| vii) MPhil CP | viii) MPhil RMTS | ix) MPhil PSW | x) MAN | xi) MSc MBT | xii) MScMLT |
| xiii) MHA | xiv) MPT | xv) MPO | xvi) MPH | xvii) PGDDRM | xviii) MScMB |
| xix) MSc MM | xx) MSc PH MCH / HP | | | | |



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All the intending candidates wanting to register themselves to the above counseling are instructed to visit the University Website frequently for any update. They are further instructed to be ready with soft copies of their photo IDs, working emails, digital signature and their own mobile nos. with which they will register to the system.

Candidates desirous of appearing in counseling have to log into the website of The WBUHS and have to fill up the application form online and they have to pay a counseling fee of Rs 3000/- (three thousand only) via online payment mode (bank charges as applicable to be provided extra). SC/ST/OBC/EWS/PwD candidates would pay counseling fee of Rs 2000/- (two thousand only) instead, via online payment system (bank charges as applicable to be provided extra).

The candidates are hereby instructed to go through the “How to Apply” user manual to familiarize themselves with the online registration and choice filling process. The User manual can be obtained under the same “Counseling” tab in the University website.

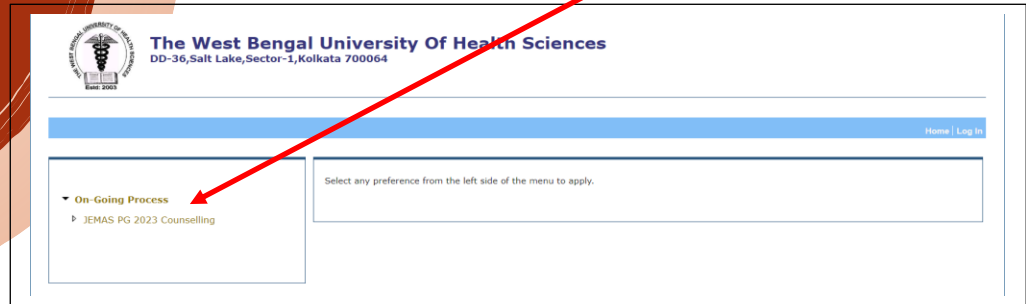
OSD

The West Bengal University of Health Sciences



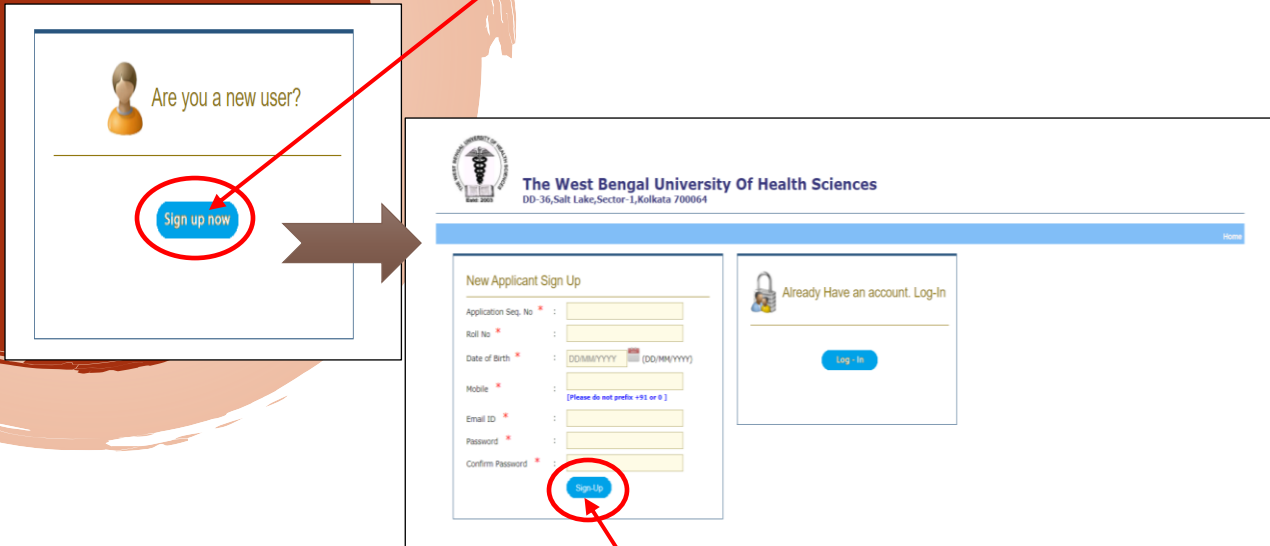
How to Apply

- 1) Go to the link for Home Page.
- 2) As mentioned on the below screen shot, choose **JEMAS PG 2023 Counselling** from the **left navigation** as instructed below.



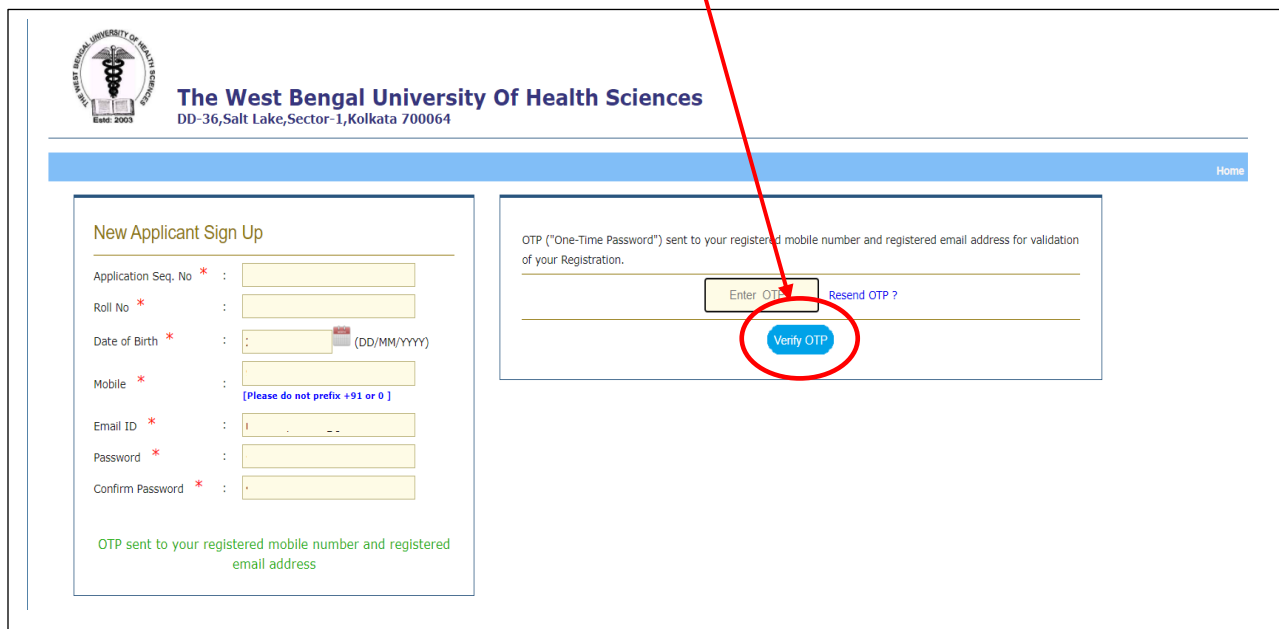
- 3) It will direct you to the login page. Login with your **Application SEQ-No, Roll No, Date of Birth** and **Password** accordingly and click on **Login** Button.

- 4) If you are a new user then click on the **Sign up now** button. It will redirect you to the **New Applicant Sign Up** form as mentioned below.



Put your required information and click on the **Sign Up** button.

- 5) An OTP will sent to your registered mobile number and registered email address for validation of your Registration. Enter your OTP and click on the “**Verify OTP**” button. Please note: you can regenerate your OTP if it will not generated before.

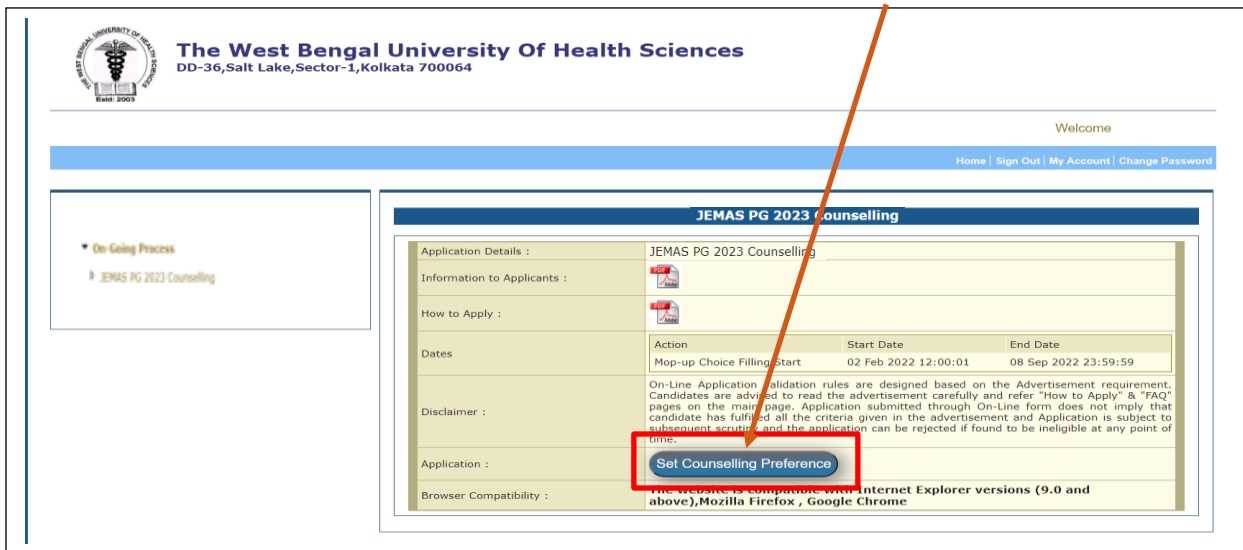




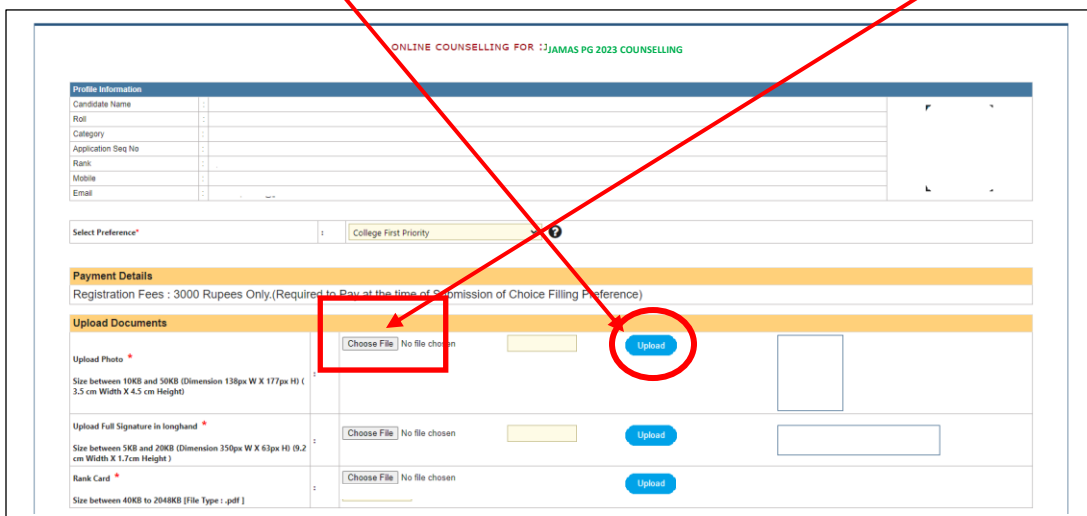
- 6) After the verification confirmation, it will convey you to the following page and choose **JEMAS PG 2023 Counselling** from the **left navigation**.



- 7) Set your counseling preference by clicking on the following **“Set Counseling Preference”** button.



- 8) Verify your Profile Information and to upload the documents, click on the **Choose File** button and select file and click on the **Upload** button accordingly.





- 9) Choose your preferable College and Click on the **“Populate Your Final Combined Preference Table”** Button and after your final confirmation by selecting your preferable **check boxes**, click on the **“Submit Performance List”** Button. Please note you can arrange the sequence of your preference by clicking the **(UP-Down)** Button.

Legend for control used

- Tick ON/OFF the checkbox to Select/Deselect the Institution OR Subject/Course.
- Click to select a particular row to change the preference order.
- Click on this icon and provide a preference order position to move the Institution or Subject/course directly to your desired order.
- i** Your choice filling will be accepted only after successful payment of registration fee with final submission of your preference and generating Acknowledgment Receipt.

| All <input checked="" type="checkbox"/> | Course / Subject Preference Table ? | All <input checked="" type="checkbox"/> | College Preference Table ? |
|---|---|---|--|
| <input checked="" type="checkbox"/> | 1 Master in-Hospital Administration PG <input type="radio"/> <input type="button" value="⏏"/> | <input checked="" type="checkbox"/> | 1 ANTARA INSTITUTE OF HEALTH SCIENCES PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 2 DSMS COLLEGE OF HEALTH CARE MANAGEMENT PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 3 GENESIS INSTITUTE OF MANAGEMENT AND TECHNOLOGY PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 4 HALDIA INSTITUTE OF HEALTH SCIENCES PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 5 INSTITUTE OF BUSINESS MANAGEMENT AND RESEARCH PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 6 INTERNATIONAL INSTITUTE OF HOSPITAL MANAGEMENT & APPLIED HEALTH SCIENCES PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 7 IQ CITY MEDICAL COLLEGE PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 8 KPC MEDICAL COLLEGE AND HOSPITAL PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 9 NH RABINDRANATH TAGORE INTERNATIONAL INSTITUTE OF CARDIAC SCIENCES PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 10 ORIENTAL INSTITUTE OF HEALTH SCIENCES PG <input type="radio"/> <input type="button" value="⏏"/> |
| | | <input checked="" type="checkbox"/> | 11 SUSRUT EYE FOUNDATION & RESEARCH CENTRE PG <input type="radio"/> <input type="button" value="⏏"/> |

?

| All <input checked="" type="checkbox"/> | Over All Rank | Course Type | Institute | Subject | Up/Down | Action |
|---|---------------|-------------|-----------|---------|---------|--------|
|---|---------------|-------------|-----------|---------|---------|--------|

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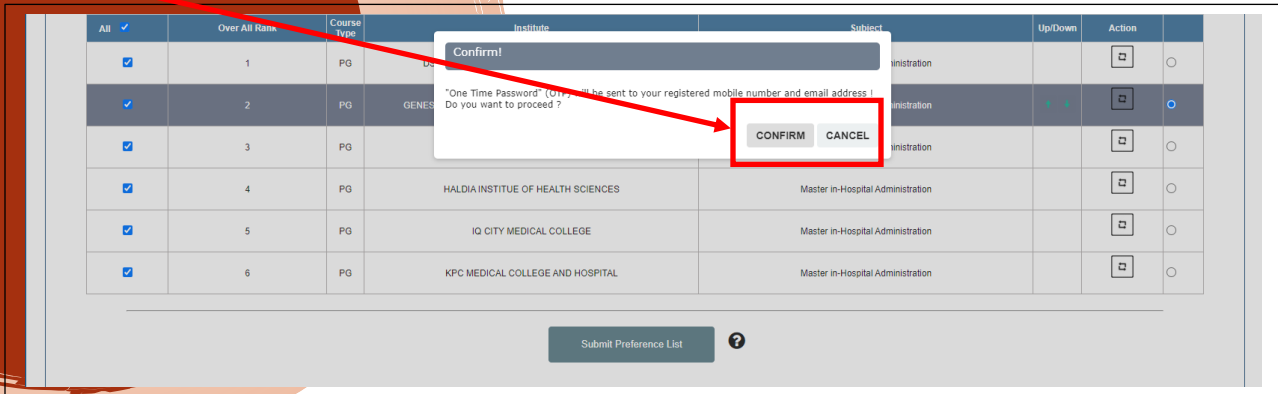
11 SUSRUT EYE FOUNDATION & RESEARCH CENTRE PG

?

| All <input checked="" type="checkbox"/> | Over All Rank | Course Type | Institute | Subject | Up/Down | Action |
|---|---------------|-------------|--|-----------------------------------|--|-----------------------|
| <input checked="" type="checkbox"/> | 1 | PG | ANTARA INSTITUTE OF HEALTH SCIENCES | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | 2 | PG | DSMS COLLEGE OF HEALTH CARE MANAGEMENT | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | 3 | PG | GENESIS INSTITUTE OF MANAGEMENT AND TECHNOLOGY | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | 4 | PG | HALDIA INSTITUTE OF HEALTH SCIENCES | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | 5 | PG | IQ CITY MEDICAL COLLEGE | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |
| <input checked="" type="checkbox"/> | 6 | PG | KPC MEDICAL COLLEGE AND HOSPITAL | Master in-Hospital Administration | <input type="radio"/> <input type="button" value="⏏"/> | <input type="radio"/> |

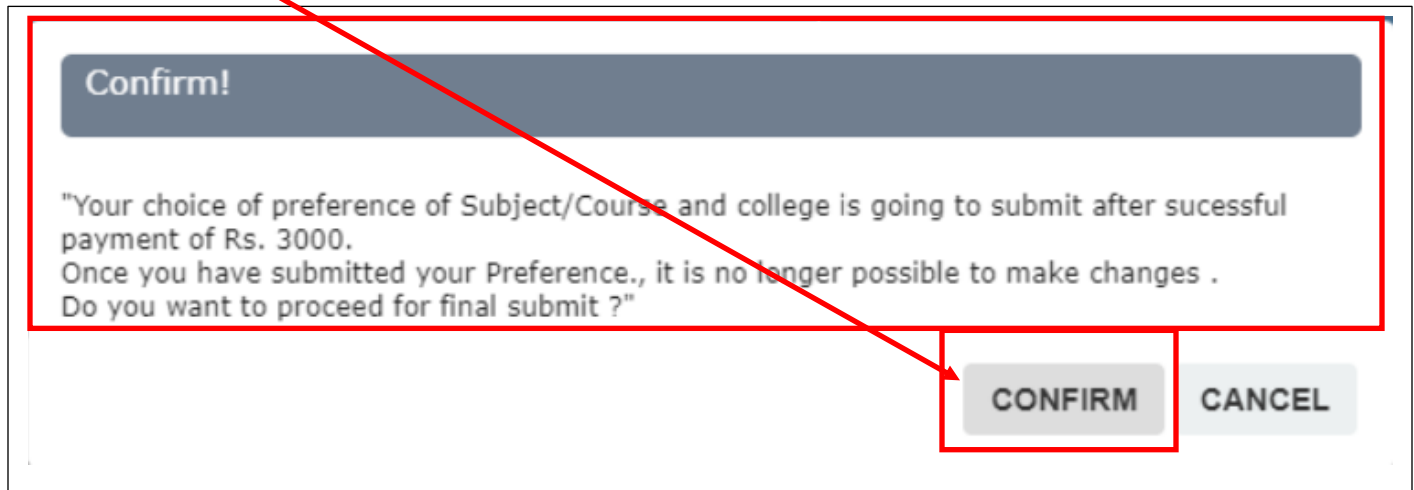
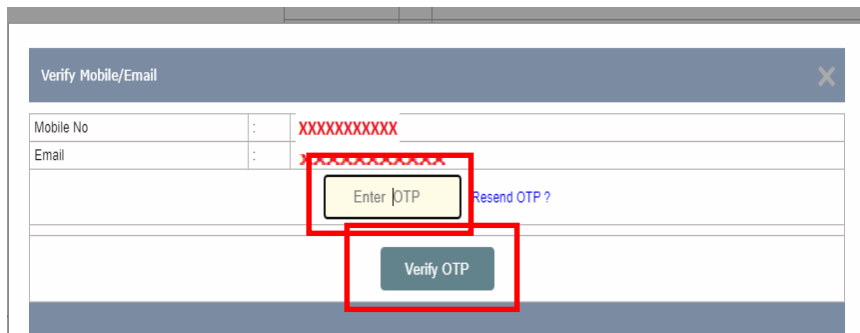
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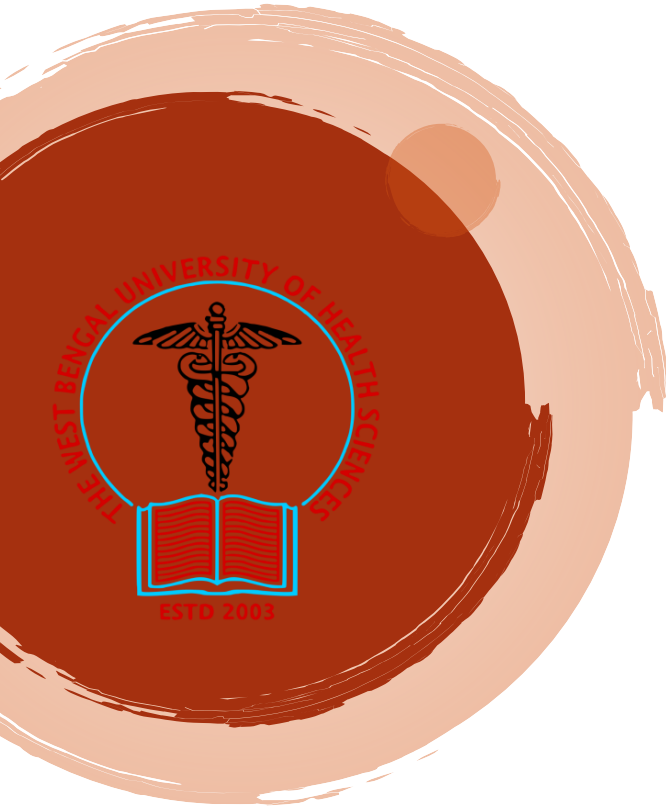
10) After you click on the “**Submit Preference List**” Button a pop-up will appear for confirmation. Click on the “**Confirm**” Button if you would like to confirm or you can click on the Cancel button for recheck.



- 11) An OTP Confirmation pop-up will appear.
- 12) After the OTP Confirmation, you will be Redirected to the final confirmation.

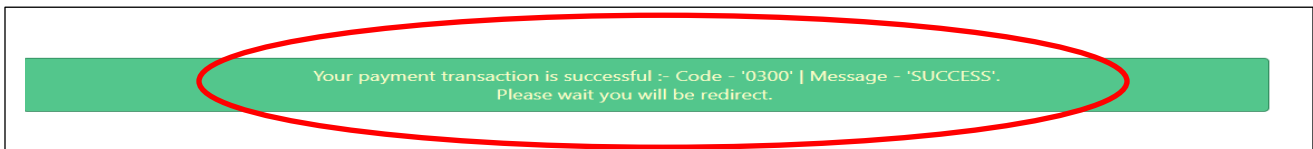
Please Note: Your choice of preference of Subject / Course and college is going to Submit after successful payment. Once you Have submitted your preference, it will be no longer possible to make any changes. So you should verify very consciously and click on the “**Confirm**” button.





- 13) Following payment option will appear, after your final confirmation. Select your preferable payment option and pay accordingly.

- 14) You will get the following confirmation when payment done successfully.



- 15) Your Online Counselling Preference No will generate as refer this no for any further communication. Click on the blue “[here](#)” to take print out of the filled up preference receipt.

