

## **INSTRUCTION MANUAL**

1. Login your account using your college username and password.
2. Then you will see different menus for each class.
3. Click on menu and you will see the list of admitted students in session 2015-2016. (for GNM 1<sup>st</sup> year and ANM 1<sup>st</sup> year only)
4. Then click “Submit Examination Form” button to fill exam form for every student.
5. There shall be different menus to fill exam forms for GNM 2<sup>nd</sup> year, GNM 3<sup>rd</sup> year and ANM 2<sup>nd</sup> year online.
6. Then follow the instructions while filling the exam form online.
7. Upload **“Self Declaration”** for each candidate , by the Principal of the Institution.
8. Exam fee structure for Oct-2016 exam:-

(i)	Upto 20 <sup>th</sup> July 2016	Rs. 1500/- (Without late fee)
(ii)	21 <sup>st</sup> July to 16 August 2016	Rs. 50/- per student per day (Late Fee)
(iii)	17 <sup>th</sup> August to 15 <sup>th</sup> Sept. 2016	Rs. 100/- per student per day (Late Fee)
<b>Important Note:</b>	<b>No examination form will accepted after 15<sup>th</sup> Sept. 2016.</b>	