

**IMPORTANT: PLEASE KEEP THE FOLLOWING DOCUMENTS IN THE
FORMAT AND SIZE AS SPECIFIED BELOW READY WITH YOU BEFORE
YOU BEGIN THE REGISTRATION PROCESS**

**ANY VIOLATION WITH REGARD TO THE TYPE AND SIZE MAY LEAD TO
NON ACCEPTANCE OF THE FORM BY THE SERVER**

**FOR FURTHER CLARIFICATION PLEASE READ THE INSTRUCTIONS FOR
SUBMITTING THE ONLINE FORM**

PURPOSE	DOCUMENT	TYPE	MAX ALLOWED SIZE	REMARKS
PHOTO	Colour Passport Size photograph	jpg/jpeg/gif/png	48-144 x 48-144 pixels /100 Kb	Please refer to the instructions on resizing the photo for detailed steps.
PROOF OF DATE OF BIRTH	Class 10 th Marksheet/Passing Certificate showing the date of birth	Pdf	200 Kb	

INSTRUCTIONS FOR SUBMITTING THE ONLINE FORM

<u>NEW REGISTRATION</u>		
1	EMAIL	Please enter a valid email. Once used this email cannot be used again for registration.
2	AADHAR NUMBER	Please enter your 12 digit Aadhar number. Once used this Aadhar Number cannot be used to register again.
OR		
	PAN NUMBER	Pease input the PAN Number. Once used this PAN number cannot be used to register again.
3	MOBILE NUMBER	Please enter a valid mobile number. The registration number and one time password (OTP) will be sent on this number for confirmation of the registration process. Once used this number cannot be used again for registration.
		Please check your mobile for the registration number and OTP and then click <u>CONFIRM REGISTRATION</u> to proceed. The registration number, email and mobile number are non editable now and will be used for further correspondence with the applicants.
<u>REGISTRATION STEP -1</u>		
<u>APPLICANT'S INFORMATION</u>		
1	REGISTRATION NUMBER	The applicant's Registration Number will be displayed.
2	FULL NAME	Please enter your Full Name exactly as mentioned in the Class 10 th Marksheet / passing certificate.
3	HAVE YOU CHANGED YOUR NAME AFTER MATRICULATION	IF YES THEN
(a)	CHANGED NAME (FULL)	Enter your changed name in full.
(b)	PROOF OF CHANGE OF NAME	If any applicant has changed his/her name after class 10 th and the name is not same as mentioned in the matriculation certificate, then he/she is required to select the YES button and write his/her New Name and fill the details of authority/notification for change of name including the date of notification.
4	GENDER	Please select Male/Female from the drop down menu.

5	PHOTOGRAPH	Please upload a scanned copy of latest colour passport size photograph. The maximum size allowed is 100 Kb with Height 48-144 and width of 48-144 pixels. The server will not allow the applicant to proceed further if the dimensions as specified are not adhered to. For details on resizing of photo please refer to the detailed instructions in the notifications window.
6	DATE OF BIRTH	Please select your date of Birth from the Calender menu provided (in DD/MM/YYYY format eg. 31/08/1976).
7	DATE OF BIRTH PROOF	Please upload a scanned copy of Class 10 th marksheet or passing certificate in which the date of birth is clearly mentioned in Pdf format with a maximum size of 200 Kb.
8	NATIONALITY	Please input your nationality eg. For Indian national- INDIAN .
9	FATHER'S FULL NAME	Please enter your Father's full name without salutations like Mr/Shri/Dr/Brig/Col etc.
<u>SPOUSE INFORMATION</u>		
10	ARE YOU MARRIED? IF YES THEN	If the applicant is married then please select YES otherwise select NO.
(a)	DATE OF MARRIAGE	Please select the date from the calendar menu provided (in DD/MM/YYYY format eg. 20/04/2006).
(b)	SPOUSE NAME	Please enter the name of your spouse.
(c)	SPOUSE OCCUPATION	Please enter the present occupation of your spouse eg. - housewife/ homemaker/ Medical officer/ Engineer/ Government Servant etc.
(d)	SPOUSE NATIONALITY	Please select INDIAN OR FOREIGN as applicable. If foreign is selected please enter the date of applying/acquiring Indian Citizenship by the Spouse.
(e)	DATE OF ACQUIRING INDIAN CITIZENSHIP	If spouse is of Foreign Nationality then please select the date of applying / acquiring Indian Citizenship from the calendar menu provided (in DD/MM/YYYY format) eg. 28/05/2009
(f)	WHETHER SPOUSE HAS APPLIED FOR SSC IN AMC / SERVING IN AMC?	Please select Yes or No
<u>EDUCATIONAL DETAILS</u>		
11	GRADUATED FROM	Please select India for Medical Colleges in India and FOREIGN if you have earned a Medical Degree from a College outside India. If FOREIGN is selected please proceed only if you have a Permanent Medical Registration Certificate issued by the Medical Council of India.
12	BASIC QUALIFICATION	By default this is MBBS only.

13	DATE OF ADMISSION	Please choose the date of admission in MBBS or equivalent in DD/MM/YYYY format from the calendar menu
14	DATE OF PASSING FINAL MBBS	Please choose the date of passing Final MBBS exams in DD/MM/YYYY format from the calendar menu
15	NO OF ATTEMPTS FOR PASSING FINAL MBBS PART-I EXAM	Please select from the drop down menu. Maximum no of attempts allowed is 02(two).
(a)	ENTER DOCUMENT DETAILS	Please fill the attempt certificate number, issuing office name and date of issue
(b)	NO OF ATTEMPTS FOR PASSING FINAL MBBS PART-II EXAM	Please select from the drop down menu. Maximum no of attempts allowed is 02(two).
(c)	ENTER DOCUMENT DETAILS	Please fill the attempt certificate number, issuing office name and date of issue
16	MEDICAL COLLEGE DETAILS	Please choose the State from which you have passed MBBS and enter the name of the Medical College from which you have done your MBBS.
17	UNIVERSITY	Please enter the name of the University under which the Medical college comes.
18	HAVE YOU COMPLETED YOUR INTERNSHIP	If YES then please enter the date of completion of internship. If NO then please enter the likely date of internship completion in DD/MM/YYYY from the calendar menu. Please verify the last date of completion of internship as mentioned in the advertisement. If the date is beyond the date as mentioned in the advertisement then the server will not allow you to proceed further as you are not fulfilling the eligibility criteria.
19	ENTER DOCUMENT DETAILS	Pease fill the Internship completion date certificate number, issuing office name and date of issue
20	COLLEGE RECOGNIZED BY MCI	Please select YES or NO accordingly.
21	DETAILS OF MBBS DEGREE/PASSING CERTIFICATE	Please fill the MBBS Degree/Provisional pass certificate number, issuing office name and date of issue
<u>PERMANENT MEDICAL REGISTRATION CERTIFICATE (PMRC) DETAILS</u>		
22	PERMANENT / PROVISIONAL MEDICAL REGISTRATION NUMBER	Please enter your Permanent / Provisional Registration Number.
23	ISSUING OFFICE	Please enter the name of Issuing Office, eg. Medical Council of India, Delhi / State Medical Council.
24	DATE OF REGISTRATION	Please select the date of registration from the calendar menu provided (in DD/MM/YYYY format).

POST GRADUATION DETAILS		
25	ARE YOU A POST GRADUATE	If the applicant has a Medical Post Graduate Degree/ Diploma please select YES, otherwise NO.
	IF YES,	
(a)	PG QUALIFICATION	Please enter the PG degree or Diploma eg. MD/ MS/ Diploma.
(b)	SUBJECT	Please enter the subject of Degree Diploma eg. Medicine/Surgery/ENT/Obs & Gynae.
(c)	COLLEGE	Please enter the name of the Medical College from which you have done your Post Graduation.
(d)	UNIVERSITY	Please enter the name of the University under which the medical College comes.
(e)	YEAR OF PASSING	Please select the year of passing the PG qualification from the drop down menu.
(f)	COLLEGE RECOGNIZED BY MCI	Please select YES or NO accordingly.
(g)	DETAILS OF PG DEGREE / DIPLOMA / PASSING CERTIFICATE	Please fill the post graduate Degree/Diploma/Provisional pass certificate number, issuing office name and date of issue
(h)	IF YOU HAVE ANY OTHER MCI RECOGNIZED PG DEGREE/ DIPLOMA	Please select YES if you have any other PG Degree or Diploma qualification and follow the same steps as mentioned above for entry of data. Applicants are allowed to enter Maximum of 03(three) PG qualifications only. If the applicant has more than three Medical Qualifications then the same can be submitted at the time of interview. Please select NO if you don't have any other Medical Qualifications
EMPLOYMENT DETAILS		
26	ARE YOU EMPLOYED	Please select YES or NO accordingly.
	IF YES, THEN	
(a)	CURRENT EMPLOYER	Please enter the name of your current employer.
(b)	DETAILS OF NO OBJECTION CERTIFICATE FROM THE EMPLOYER	Please fill the details of the No Objection certificate issued by the employer.
27	NCC TRAINING	If you have NCC training certificate kindly select the type(A,B or C) and provide a copy of the same at the time of interview.
28	HOBBIES	Please enter your hobbies separated by a comma (Do not use any other special character like dash (-) etc).
29	FIRST PREFERENCE OF SERVICE	Please select ARMY/NAVY/AIR FORCE from the drop down menu as your first preference of joining service.

30	SECOND PREFERENCE OF SERVICE	Please select ARMY/NAVY/AIR FORCE from the drop down menu as your second preference of joining service.
31	THIRD PREFERENCE OF SERVICE	Please select ARMY/NAVY/AIR FORCE from the drop down menu as your third preference of joining service.
32	HAVE YOU WORKED IN AMC SERVICE BEFORE	Applicants who have worked in AMC previously are required to select YES.
	IF YES, THEN	
(a)	DATE OF COMMISSION	Please enter the date of previous commission.
(b)	DATE OF RELEASE	Please enter the date of release from previous commission.
(c)	DETAILS OF RELEASE FROM PREVIOUS COMMISSION	Please fill the details of release from previous commission including the release certificate number, issuing office and date of issue.
33	HAVE YOU ATTENDED AMC SSC INTERVIEW PREVIOUSLY?	If you have attended the AMC SSC interview before this then please select YES and input the year in which you have attended the interview.
34	MOBILE	This will show the mobile number which you have entered for registration and this is non-editable.
35	EMAIL	This will show the Email with which you have registered and this is non-editable.
36	POSTAL ADDRESS	Please enter the address for postal correspondence including State and Pincode.
37	ALTERNATE CONTACT NO (IF ANY)	Please enter any alternate contact number landline or mobile (with STD code for landline – eg. 07552600635).
		<u>SAVE THE FORM</u> PLEASE CONFIRM THE INFORMATION PROVIDED BY YOU IN THE STEPS ABOVE AND CLICK SAVE TO FINALLY SAVE ALL THE INFORMATION PROVIDED BY YOU IN ALL THE PREVIOUS STEPS THIS IS THE FINAL STEP FOR FORM SUBMISSION AND ONCE SAVE BUTTON IS CLICKED THE INFORMATION CANNOT BE CHANGED OR RETRIEVED FOR FURTHER USE BY THE APPLICANTS.
38	SAVE	
	IF “SAVE” IS CLICKED	The form will be submitted and the applicant will be directed to the fees payment page.

Important:-

In case the applicant could not / does not wish to pay the fees at that moment, then the details filled in the form will be saved for further use. The applicant can login with the Registration Number and OTP again (or generate new if expired) and make the payment before the last date of filling of application form as mentioned in the advertisement.

39	PAYMENT OF APPLICATION PROCESSING FEES	Applicants are required to pay the requisite fees by accepting the terms and conditions and clicking “PAY NOW”.
<p>Applicants will be redirected to a new page where after making the payment. On successful transaction a transaction number will be generated and the applicant will again be redirected to the successful payment page of www.amcsscentry.gov.in</p> <p>If the payment is unsuccessful then the applicant will be redirected to the payment failure page where the option to TRY AGAIN is made available. The applicant need not fill the form again as the filled data is made available on clicking CONFIRM REGISTRATION and feeding the OTP (generate new OTP if expired).</p>		
40	LOGIN & PASSWORD	After successful payment of the fees a password will be sent to the registered mobile number. The applicant is requested to login with the registration number and password now received and view/download the form submitted.
<p>The applicant is required to take a printout of the Pdf form and is required to present if at the time of interviews.</p>		
<p>CANDIDTATES SHOULD CHECK THE WEBSITE AND THEIR REGISTERED EMAIL REGULARLY FOR ANY FURTHER UPDATES.</p>		
<p><i>PLEASE CARRY ALL ORIGINAL DOCUMENTS/CERTIFICATES WITH TWO (02) ATTESTED PHOTOCOPIES OF ALL THE DOCUMENTS IN THREE SEPARATE FOLDERS AS MENTIONED IN THE ADVERTISEMENT AT THE TIME OF INTERVIEW.</i></p> <p><i>ANY VARIATION IN THE DETAILS PROVIDED AND DOCUMENTS SUBMITTED ONLINE WILL LEAD TO REJECTION OF THE APPLICANT</i></p>		