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**Instructions for Choice filling
for
State Medical & Dental PG seats (M.D./M.S./M.D.S./Diploma)**

Refer the seat matrix, notification(s), Instruction Booklet, Fee Structure, Instructions for choice filling etc. before you start.

Important: If you do not fill and save your choice(s) till last date and time for choice filling, you will lose the chance of participation in the on-line allotment round.

The PG Medical & Dental Counseling Board 2020 will not be responsible for any consequences arising out of forgotten password / misuse of your password. It is your responsibility to maintain confidentiality of your password. Sharing of your password can result in its misuse by somebody else, leading to even exclusion of a genuine candidate from the on-line allotment process.

Choice filling

Important: The choice(s) filled by you are final for the on-line round of allotment. Therefore, fill your choices carefully.

Select the option- "Fill Choices"

Login with your credentials (Stream, ID and Password)

Payment of registration fee amount as per forfeiture clause

(Applicable for Medical only)

Select your "Choice filling option"

- Only Government colleges
- Only Private colleges
- Both Government and Private colleges

Applicable registration fee amount as per forfeiture clause will be displayed based on the option selected by you.

Click on "Save details"

Read the declaration text very carefully and click on the check boxes, if you agree with the same.

Edit your selection if required using "Go Back and Change"

Otherwise, click on "Proceed to Pay" to pay the registration fee amount as per forfeiture clause and complete the payment process.

Select the course & subject and college combination in order of your preference.

(You must choose minimum 1 choice/option. You may choose as many choices / options as you wish. There is no restriction for filling maximum number of choices. If you do not fill any choice, you will not be considered for on-line allotment).

Now, click on 'Add Choice' button.

Check all the entries. If Ok, click 'Save' button.

It is essential to save your choices by pressing the 'Save' button. If you do not press save button your choices will not be saved resulting in your exclusion from further processing.

You may click 'delete' button, if you wish to delete a particular choice.

You may click 'reset' button, if you wish to fill the choices afresh.

Modify your filled choices

You may also change your order of preference by deleting choice(s) and then adding the fresh choices. You can use this option as many times as you wish before autolocking.

You can also interchange two choices directly by giving first choice no. (source) and second choice no. (destination) e.g. choice no. 2 to choice no. 5.

Click 'Save' button after each interchange.

Check on the following Declaration: It is a must.

Check on 'I Agree'.

A message will appear on screen:

The choices filled by you have been successfully submitted. You will be able to print the choices filled by you after auto-locking of choices (after last date and time).

You may click 'Edit' button, if you wish to edit the choices filled by you.

Click 'logout' button.

A message will appear at the time of logout: Are you sure, you have saved your choices by pressing the 'Save' button?

Locking of choices

Choices will be locked automatically on last date and time for choice filling, once locked can't be unlocked and can not be modified. Therefore you are advised to fill your choices very carefully.

Print filled choices

After 6 hours of the auto-locking on last date and time for choice filling, you can print the choices filled by you by using the option 'Print filled choices'.

Print allotment letter

After allotment of a seat, you can take the printout of the allotment letter by using the option 'Print allotment letter'.