

User Guidelines for Shudhhikaran (Re-verification)

1. The applicant will have to create his User Profile first (if not already created) by going to User Profile Creation first phase tab on (<https://mpmc.mponline.gov.in>). Enter your correct mobile number and other details as per asked there. The mobile number entered in the User Profile will be the user ID of the applicant.
 2. After creating a temporary profile, go to 'User Login' tab in the top-Right corner of the page. Now click & select 'student' option, then login with your registered mobile number and OTP and enter the second phase of profile creation.
 3. Fill-up the information required and do the Aadhar E-KYC through OTP.
 4. After successful Aadhar e-KYC verification, Applicant has to provide the details asked dynamically on the webpage and at the end, User has to verify Mobile Number through OTP.
 5. Upload the photo and signature (size >100kb) as in prescribed format and click on submit button, you will get the message user profile created successfully.
 6. After successfully creating a user profile, you have to login by clicking on 'User Login' tab in the top-Right corner of the page. Now click & select 'student' option, then login with your registered mobile number and OTP and submit.
 7. After successful login, the applicant gets the Shudhhikaran (Re-verification) application link and has to click on the apply button.
 8. Now Applicant is needed to fill all personal and academic details asked in the form and click on submit. An Application Number is generated for user reference.
 9. Now, user is redirected on his profile page, displaying the link to Upload Documents. Click on the link, new page opens asking for various documents to be uploaded. Documents could be uploaded in .jpg, .jpeg, .pdf format within the size limit of 100kb-400kb. Documents required to upload are as follows:
 1. MBBS Marksheet
 2. ICC (Internship Completion Certificate) / Affidavit *
 3. Permanent Registration Certificate*
 4. PG Degree or Diploma
 5. Passing Certificate (For verification of Name of Medical College)
 6. Additional Registration Certificate (If any) *
 7. 10th Marksheet (for Date of Birth Proof)
 8. 11th / 12th Marksheet (for Date of Birth Proof)
- (Documents marked with * are mandatory to upload)
10. Once documents are uploaded successfully, user is redirected to his profile page, displaying the link to Pay for Unpaid Application. Click on the link and pay fees through one of the various online methods.