

USER MANUAL FOR CHOICE FILLING AND CHOICE LOCKING PROCESS OF MP STATE COMBINED NEET-UG COUNSELLING (MBBS/BDS Course) (2023-24)

(This user manual is created only for the Demonstration purpose)

- * Kindly visit on link dme.mponline.gov.in and click on "Under Graduate Counselling" for Choice Filling and Choice Locking Process of UG (MBBS/BDS Course) Counselling (2023-24).
- Access your candidate corner by using your NEET UG 2023 Roll Number, Password and then enter Captcha and click on "SUBMIT", as shown in red circle in below image.



Process of Choice Filling and Choice Locking for First Round

Step 1:- Click on choice filling option, as shown in red circle in below image.

			🔒 User Name : RD1	11111116 👫 Home 🕩 Logo
	Candidate's Sta	atus Tracker (First Round)		
Candidate Profile Candidate Registration	Choice Filling View Allotment and Locking letter	Reporting at Document Institute Verification	Fee Deposit Admitted at Institute	Willingness to Upgrade
Stage Completed Stage Not Cor	npleted —— 🕕 Message			
IMPORTANT LINKS	Car Steps of Choice Filling:Click on >Do Choice Filling> View yo	Choice Filling option> Select College Optio our Choices>Save Choices>Lock Choices- >Get Receipt.	n	97 4000755
C EDIT PROFILE	All II		I India NEET UG-2023 Score:	701
	Can	ok	ate of Birth(DD/MM/YYYY):	11/11/1995
EGISTRATION FORM	Father's Name:	Test Father	Mother's Name:	Test Mother
C EDIT REGISTRATION FORM	Gender:	FEMALE		
CHOICE FILLING	Correspondence Address:	TESTTEST AD	DDRESS	
	Candidate's Category/Class (Filled b	y Candidate): OBC/FF	MP Domicile	Yes
	Contact Details			
RECEIPT REPRINT	Mobile No.	Alt	ernate mobile number:	
LOWNLOAD ALLOTMENT LETTER	Email ID			
	Photo ID proof: OTHER (EXCE	PT AADHAR CARD) Any	y No. Mentioned in Photo ID proof:	1255646

Step 2:- Kindly Choose option for where you want to fill your choices then Click on "Proceed for Next" button, as shown in red circle in below image.

		은 User Name : RD11111	116 希 Home 🕩 Logout
AP STATE Com	bined U.G. Counsellin	g-2023 : Choice Filling	
Choice Filling Option	1		
College Option	○ Govt College	○ Govt and Private College Both	
	<	Proceed for Next	
	NO NO NO	molo molo mol	

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Note:- Before filling choices Read the "Instruction For College Preference Selection", as sown in red circle in below image.

Q	B C	overnment of Ma Department of Medi	adhya Pradesh cal Education				MP continue Limited
							👌 User Name : RD111111116 🏶 Home 🕩 Logout
MP	STA	TE Combined	U.G. Counselli	ng-2023	1		
INST	RUCTION	N FOR COLLEGE PREFERE	NCE SELECTION				
Ар	plicant	Details					
NEE	T(UG-20	23) Roll No.		RD111111	16	Candidate's Name	TEST CANDIDATE
Cate	egory			OBC_FF	E_F		
СНО	ICE FILLIN	IG					
Sor	ting By		Instruction for C	College Pr	reference	Selection.	
		A B	The order of your prefe You can also change th follows. (a) Select the College ii (b) Use up/down arrow Select 'Submit List of P	rence will be e order of the Selected Pre button to bri references bu	displayed in the preference give ference Box ing it to the rec itton to confir	e Selected Preference Box. ven in the Selected Preference Box by using up using the Selection of preference to proceed for pro	o/down arrow buttons as
Sel	ect you	ır College Prefer <mark>en</mark>	ce			Close	
No	Code	College Name		Course	Select/Re	move	A
1	102	GAJRARAJA MEDICA GOVT	L COLLEGE GWALIOR	MBBS			
2	101	GANDHI MEDICAL CO	OLLEGE BHOPAL	MBBS			
	132	GOVERMENT MEDIC	AL COLLEGE DATIA	MBBS			
3		0001					

 Step 3:- Kindly select the checkboxes in front of the given college list according to your choice of preference.

- The order of your preference will be displayed in the Selected Preference Box.
- You can also change the order of the preferences given in the "Selected Preferences Box" by using Move up/ move down arrow buttons as follows.
 (a) Select the College in Selected Preference Box.
 (b) Use move up/ move down arrow button to bring it to the required
 - (b) Use move up/ move down arrow button to bring it to the required position.
- After that click on "Review Selected Preferences" button, as shown in red circle in below image.

Ар	olicant	Details						
NEE	T(UG-20	023) Roll No. RE	011111116		Candidate's Name		TEST CANDIDATE	
Cate	gory	OE	BC_FF_F					
сно		NG						
Sor	ting By	V						
City	:	Select - Cours	e:	Select		✓ College Type:	Select	~
		ABCDEFG	HI	JKL	M N O P	QRSTUV	W X Y Z	
				All[Click T	o View All Colleges]			
Sele	ect you	ur College Preference			Selected Prefe	rence Box		
29	125	MANSAROVAR DENTAL COLLEGE BHOPAL Private	BDS	0	*	(MBBS) GANDHI MEDICAL COLLEGE (MBBS) BUNDELKHAND MEDICAL CO	BHOPAL ILLEGE SAGAR	*
30	118	MODERN DENTAL COLLEGE AND RESEARCH CENTRE INDORE Private	BDS	0		(MBBS) CHIRAYU MEDICAL COLLEGE (MBBS) INDEX MEDICAL COLLEGE (MBBS) INDEX MEDICAL COLLEGE IN (MBBS) PEOPLES COLLEGE OF MED	IEBIOPAL IDORE ICAL SCIENCE BHOPAL	
31	126	MAHARANA PRATAP DENTAL COLLEGE GWALIOR Private	BDS			(BDS) GOVERNMENT AUTONOMOUS (BDS) GURU GOVIND SINGH COLLEG (BDS) BHABHA COLLEGE OF DENTAI (BDS) INSTITUTE OF DENTAI, EDUCA	COLLEGE OF DENTISTRY INDORE SE OF DENTAL SCIENCE BURHANPUR . SCIENCE BHOPAL TION AND ADVANCE STUDIES GWALLOR	
32	128	INSTITUTE OF DENTAL EDUCATION AND ADVANCE STUDIES GWALIOR Private	BDS		Mayella	()		
33	124	BHABHA COLLEGE OF DENTAL SCIENCE BHOPAL Private	BDS		move op			
34	122	COLLEGE OF DENTAL SCIENCE AND HOSPITAL RAU INDORE Private	BDS	0	Move Down			
35	107	GOVERNMENT AUTONOMOUS COLLEGE OF DENTISTRY INDORE	BDS	•				
36	129	GURU GOVIND SINGH COLLEGE OF DENTAL SCIENCE BURHANPUR Private	BDS					
	127	HITKARNI DENTAL COLLEGE AND HOSPITAL JABALPUR Private	BDS					.
37								

- Step 4:- After click on "Review Selected Preferences" option, Your selected/arrange preference/choices will be shown.
 - A) By selecting option "Change College Preferences" you can go back and change your preference or select new colleges.
 - B) By selecting option "Proceed to Next Step" you can save your preference and proceed to lock your choice filling options, as shown in red circle in below image.

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은 User Name : RD11111116 # Home 🕩 Logout
bined U.G. Counselling-2023
ected preferences
EDICAL COLLEGE BHOPAL; NND MEDICAL COLLEGE SAGAR; NA INSTITUTE OF MEDICAL SCIENCES CHHINDWARA; HEDICAL COLLEGE BHOPAL; DICAL COLLEGE BHOPAL; IOLLEGE OF MEDICAL SCIENCE BHOPAL; A JUTONOMOUS COLLEGE OF DENTISTRY INDORE; ID SINGH COLLEGE OF DENTAL SCIENCE BURHANPUR; LEGE OF DENTAL SCIENCE BHOPAL; E OF DENTAL EDUCATION AND ADVANCE STUDIES GWALIOR;
Change College Preferences (Proceed to Next Sten
Change College Preferences Proceed to Next Step

Step 5:- Your Selected College Preferences will be shown on this screen and you will receive OTP for choice locking in your registered Mobile No./Email ID, Enter OTP and click "Proceed to Lock Choices" button, as shown in red circle in below image.

Note:-

1. If you want to change your preference at this stage then Click on "Home" button, as shown in green circle in below image and come from start to re arrange your choices.

Warning: - If you do not lock your choices, your choices will not be considered for allotment.

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MP ST.	ATE Com	oined U.G. C	ounselling-20	023		
Candida	te Details					
NEET(UG-	2023) Roll No.:			RD11111116	All India NEET UG-2023 Percentile:	87.4999755
All India N	IEET UG-2023 Ra	ank:		253850	All India NEET UG-2023 Score:	701
Candidate	e's Name:			Test Candidate	Date of Birth(DD/MM/YYYY):	11/11/1995
Father's N	ame:			Test Father	Mother's Name:	Test Mother
Gender:				FEMALE		
Correspor	ndence Address	:		TESTTEST ADDRESS		
Candidate	e's Category/Cla	ss (Filled by Candid	ate):	OBC/FF	MP Domicile	Yes
Your Sel	ected College	e Preferences				
S.No.	Roll No.	Inst. Type	Institute Name			Course
1	RD11111116	GOVT	GANDHI MEDICAL	COLLEGE BHOPAL		MBBS
2	RD11111116	GOVT	BUNDELKHAND M	EDICAL COLLEGE SAGAR		MBBS
3	RD11111116	GOVT	CHHINDWARA INS	TITUTE OF MEDICAL SCIE	NCES CHHINDWARA	MBBS
4	RD11111116	PRIVATE	CHIRAYU MEDICAI	L COLLEGE BHOPAL		MBBS
5	RD11111116	PRIVATE	INDEX MEDICAL C	OLLEGE INDORE		MBBS
6	RD11111116	PRIVATE	PEOPLES COLLEGE	OF MEDICAL SCIENCE B	IOPAL	MBBS
7	RD11111116	GOVT	GOVERNMENT AU	TONOMOUS COLLEGE OF	DENTISTRY INDORE	BDS
8	RD11111116	PRIVATE	GURU GOVIND SIN	IGH COLLEGE OF DENTAL	SCIENCE BURHANPUR	BDS
9	RD11111116	PRIVATE	BHABHA COLLEGE	OF DENTAL SCIENCE BH	DPAL	BDS
10	RD11111116	PRIVATE	INSTITUTE OF DEN	TAL EDUCATION AND AD	VANCE STUDIES GWALIOR	BDS
Choice L	ocking Decla	ration				
🗹 lf you	do not lock y	our choices, yo	ur choices will not b	be considered for allo	tment.*	
Enter OTP (OTP has b	for Choice Lock	king: * gistered mobile nur	nber and email id.)			

Step 6:- After successful Choice locking you will get SMS also in your registered mobile no. Online Counselling Choice Filling receipt will be generated. You may take a print out of the same for future reference, as shown in red circle in below image.

	Counse	llina-2023	iii combined	0.0.
	First	Round		
Print Date:01 August 2023 11:58 AM				
Candidate Details				
IEET(UG-2023) Roll No.:	RD111111	16 All India NEET UG-:	2023 Percentile:	87.4999755
ll India NEET UG-2023 Rank:	253850	All India NEET UG-	2023 Score:	701
Candidate's Name:	Test Ca	ndidate Date of Birth(DD/M	MM/YYYY):	11/11/1995
ather's Name:	Test Fa	her Mother's Name:		Test Mother
Gender:	FEMAL	E		
Correspondence Address:	TESTTE	ST ADDRESS		
Candidate's Category/Class (Filled by Cano	didate): OBC/FF	MP Domicile		Yes
Eligible Category/Class:		OBC_FF_F		
Choice Locking Date		01/08/2023 11:58:30 AM		
		101233	AND A DESCRIPTION OF A	
Selected Preference				
Selected Preference S.No. Roll No. Inst. Type Inst	Code Institute Nam			Course
Selected Preference S.No. Roll No. Inst. Type Inst 1 RD111111116 GOVT 101	Code Institute Nam	E L COLLEGE BHOPAL		Course
S.No. Roll No. Inst. Type Inst 1 RD1111116 GOVT 101 2 RD1111116 GOVT 106	Code Institute Nam GANDHI MEDICA BUNDELKHAND	L COLLEGE BHOPAL MEDICAL COLLEGE SAGAR		Course MBBS MBBS
Selected PreferenceS.No.Roll No.Inst. TypeInst1RD1111116GOVT1012RD1111116GOVT1063RD1111116GOVT137	Code Institute Nam GANDHI MEDICA BUNDELKHAND CHHINDWARA IN	L COLLEGE BHOPAL MEDICAL COLLEGE SAGAR	S CHHINDWARA	Course MBBS MBBS MBBS
Selected PreferenceS.No.Roll No.Inst. TypeInst1RD1111116GOVT1012RD1111116GOVT1063RD1111116GOVT1374RD1111116PRIVATE116	Code Institute Name GANDHI MEDICA BUNDELKHAND CHHINDWARA IN CHIRAYU MEDIC	L COLLEGE BHOPAL MEDICAL COLLEGE SAGAR ISTITUTE OF MEDICAL SCIENCES	S CHHINDWARA	Course MBBS MBBS MBBS MBBS
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NOTE 1: -After successfully Choice locking, candidate will be able to download Choice locking receipt and the "Choice Filing & Locking" tracker will turn green.

NOTE 1: -You can edit your Locked Choices through the option available in your candidate Login till the schedule of choice filling and locking, as shown in red circle in below image. If you exercise the edit option so ensure that edited choices by you have been locked successfully. If you fail to lock your edit choices, so your previously locked choices will be considered for allotment.

				A User Name : RD1111	11116 🕋 Home 🕩 Lo
	Candi	date's Status Tracker (Fi	rst Round)		
Candidate Profile Candidate Registration	Choice Filling and Locking	r Reporting at	Document Verification	Fee Deposit Admitted at Institute	Willingness to Upgrade
Stage Completed Stage Not Co	ompleted Rejected				
	Candidate Details				
IMPORTANT LINKS					
	NEET(UG-2023) Roll No.	:	RD11111116	All India NEET UG-2023 Percentile:	87.4999755
edit profile	NEET(UG-2023) Roll No. All India NEET UG-2023	: Rank:	RD11111116 253850	All India NEET UG-2023 Percentile: All India NEET UG-2023 Score:	87.4999755 701
PERFORMENT EINES	NEET(UG-2023) Roll No. All India NEET UG-2023 Candidate's Name:	: Rank:	RD1111116 253850 Test Candidate	All India NEET UG-2023 Percentile: All India NEET UG-2023 Score: Date of Birth(DD/MM/YYYY):	87.4999755 701 11/11/1995
P EDIT PROFILE	NEET(UG-2023) Roll No. All India NEET UG-2023 Candidate's Name: Father's Name:	: Rank:	RD11111116 253850 Test Candidate Test Father	All India NEET UG-2023 Percentile: All India NEET UG-2023 Score: Date of Birth(DD/MM/YYYY): Mother's Name:	87.4999755 701 11/11/1995 Test Mother
EDIT PROFILE REGISTRATION FORM EDIT REGISTRATION FORM	NEET(UG-2023) Roll No. All India NEET UG-2023 Candidate's Name: Father's Name: Gender:	: Rank:	RD1111116 253850 Test Candidate Test Father FEMALE	All India NEET UG-2023 Percentile: All India NEET UG-2023 Score: Date of Birth(DD/MM/YYYY): Mother's Name:	87.4999755 701 11/11/1995 Test Mother
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EDIT PROFILE I REGISTRATION FORM EDIT REGISTRATION FORM CHOICE FILLING EDIT CHOICE FILLING RECEIPT REPRINT	NEET(UG-2023) Roll No. All India NEET UG-2023 Candidate's Name: Father's Name: Gender: Correspondence Addre Candidate's Category/O Contact Details Mobile No.	: Rank: ss: Llass (Filled by Candidate):	RD1111116 253850 Test Candidate Test Father FEMALE TESTTEST ADDRE OBC/FF	All India NEET UG-2023 Percentile: All India NEET UG-2023 Score: Date of Birth(DD/MM/YYYY): Mother's Name: SS MP Domicile te mobile number:	87.4999755 701 11/11/1995 Test Mother Yes
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Thank You...