

RAJASTHAN UNIVERSITY OF HEALTH SCIENCES

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[HELPDESK: helpdeskbscnursing2022@gmail.com](mailto:helpdeskbscnursing2022@gmail.com)

Admission to B.Sc. Nursing (4 Year) Course, Session 2022-23

INSTRUCTIONS FOR FILLING ON-LINE APPLICATION FORM

Before filling the on-line application form, read the information booklet carefully.

Also, first ensure your eligibility (educational qualification, age, etc.) and other requirements for admission as given in this booklet.

You should be very careful in filling-up the on-line application form. If any lapse is detected during the scrutiny, your candidature will be rejected at any time of admission process or even at a later stage.

In case a candidate fills two or more on-line application forms, the last filled and completed application form will be considered for further processing.

In case you have any difficulty while filling on-line application form, send email to Helpline at helpdeskbscnursing2022@gmail.com

The processing of application form is based on the information filled by the candidate.

Any error committed intentionally or otherwise may result in cancellation of your candidature.

Important: Note down your Form No. Keep them safe with you for further processing. Don't disclose this information to anyone else.

Keep the following ready before you start filling Step II of the on-line application form:

- Scanned copy of your recent passport size coloured photo (taken on or after 01-08-2022) and signature in the prescribed format (jpg or jpeg, size preferably upto maximum 100 KB)

Be very careful while scanning your signature. You should first put your signature in an area of about 2" × 1" on blank paper with a ball point pen. Scan this paper.

Cut/ select only signature area (2" × 1") and save it as jpg or jpeg (do not upload your signature in A4 size format / full paper). (Jpg or jpeg, size preferably upto maximum 50 KB)

Do not make any mistake in uploading the above documents.

STEP -I

- Enter Name of Candidate
- Enter the Name of the Candidate's Father
- Select Date of Birth from the Calendar option
- Select Payment Option and Proceed to Step II

STEP -II

- Enter Name of the Candidate's Mother
- Upload Image of the Candidate
- Upload Image of the Signature
- Proceed to Step III

STEP -III

- Verify the displayed Photograph and Signature. If required, the same may be changed.
- Select Examination District
- Select Gender
- Enter Bonafide Details – State and District
- Select Category (General/EWS/OBC Creamy Layer/ OBC Non-Creamy Layer/ MBC Non-Creamy Layer/ SC/ ST)

(No change of category will be permitted once submitted/confirmed in the on-line application form)

- Select Area if belonging to the ST category
- Select Physically Handicapped and Type of Handicap if applicable.
- Enter Permanent and Correspondence Address. Write the full address along with city, pin code, district where the communication to you could be made.
- Enter your email ID (for example abcd@gmail.com).

- Enter your Phone Number along-with STD code, if available, otherwise leave blank.
- Enter Candidate's Mobile Number and WhatsApp Number (only 10 digit numbers)
- Enter Senior Secondary Exam Details (Class 12 or equivalent)
 - Qualifying Exam: Passed or Pursuing
 - Select Subjects
- Enter Qualifying Exam Details:
 - Secondary: Board/ University, Year, Max Marks, Marks Obtained and No. of Attempts
 - If Senior Secondary Passed: Board/ University, Year, Max Marks, Marks Obtained and No. of Attempts
 - If Senior Secondary Pursuing: Board/ University, Year, Roll No.
 - In case of CGPA, the candidate to convert the same to percentage as per the prevailing instructions of the Board/ University
- Check and verify the information filled by you before pressing the "Proceed" button.
- Press "Verify" button.
- Now make payment and download a copy of the Payment Invoice.
- On successful completion of payment your application has been successfully submitted.
- **Print copy of the application form**
 - You may now download your application form from the homepage of the website by clicking on Print Exam Form.
 - By clicking 'Print application form filled on-line' option, print two copies of the application form (filled on-line) on A4 size paper and keep the same along with the following documents compulsorily with you:
 - Keep the completed application form for submission when required. **You are not required to send to RUHS the print copy of your application form filled online.**