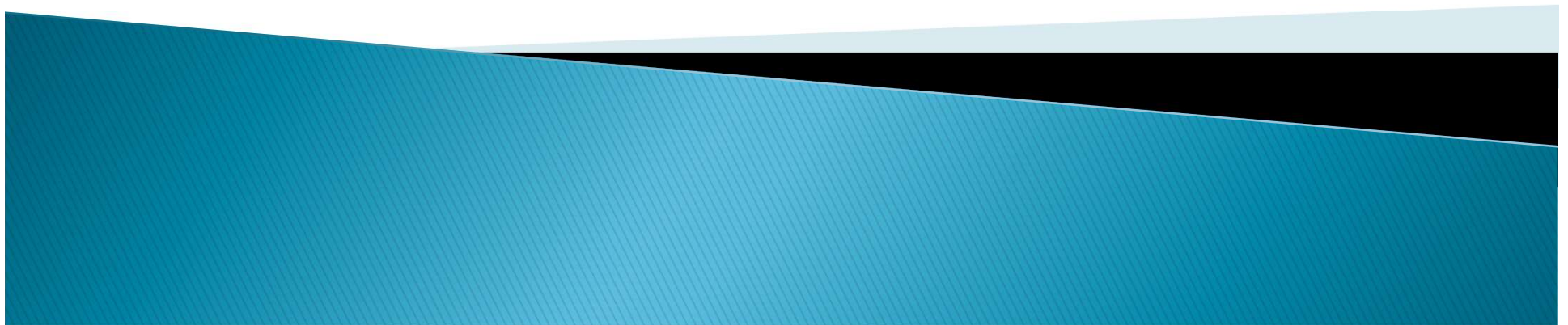


**USER MANUAL FOR CANDIDATES  
PARTICIPATING IN MDS  
COUNSELLING 2021-22**



Step no. 1: To get yourself registered click on “New candidate registration.”

The screenshot shows a web browser window with the URL [https://mcc.nic.in/counseling\\_demo/Registration/Verification.aspx](https://mcc.nic.in/counseling_demo/Registration/Verification.aspx). The page header includes the MCC logo and text: "Medical Counselling Committee (MCC), DGHS, Ministry of Health & Family Welfare, Government of India" and "e-Counseling Services Simplifying The Admission Process". A modal dialog box titled "Candidate's Consent" is displayed in the center. It contains the following text:

I hereby agree to the following terms and conditions governing the admission process of MCC (NEET - MDS 2021-2022):

1. I have gone through and understood the contents of Information Brochure and eligibility criteria prescribed therein. I shall abide by rules and admission process of Seat Allotment as specified by the MCC.
2. I know that during verification of documents at the time of reporting, if any discrepancy is found in original documents, including category, sub-category, date of birth etc. then my allotted seat will be cancelled.
3. I know that the personal information provided by me is genuine and authentic.
4. I declare that I will not disclose or share the password with anybody. I understand that I am solely responsible for safe guarding my password and neither MCC nor NIC is responsible for misuse of my password.
5. I am aware of the fee, bond etc conditions of the Institution that I am interested in and know that MCC has no role to play in that.
6. I have read and understood the Counselling Scheme and Frequently Asked Questions (FAQs) and will abide with them.

Below the list, it says: "You must accept or decline the agreement to process further." and provides two radio button options:  I Agree and  I Don't Agree. The background of the page is dimmed and shows a "Personal Details" form with fields for Candidate Name, Mother Name, Date of Birth (with dropdowns for Day, Month, Year), and Security Pin.

Click on “I agree” after reading the disclaimer.

## Step no.2 : Fill your personal details . As per NBE Score Card.

**New Candidate Registration**

**Personal Details**

Please enter the following details.

Roll No

Application No

Candidate Name

Mother Name

Date of Birth --Day-- --Month-- --Year--

Security Pin as shown below (case sensitive)

Security Pin **SX6432**

**Disclaimer:**  
This site is designed and hosted by NIC and the contents are provided by DCHE. For any further

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National  
Informatics

34°C AQI 150 ENG 15:46 19-08-2021

Step no. 3: Choose your password & submit.

The screenshot shows a web browser window with the following details:

- Browser Tab:** Online Counselling System
- Address Bar:** https://mcc.nic.in/counseling\_demo/Registration/Verification.aspx
- Page Title:** New Candidate Registration
- Section: Personal Details**
  - Roll No: 2055200114
  - Application No: MD013325
  - Candidate Name: BANSARI M LEELA
  - Mother Name: BHARTIBEN B LEELA
  - Date of Birth: 04-04-1995
- Section: Mobile No. and Email Id**
  - ISD Code: 91
  - Mobile No: 995\*\*\*\*565
  - Email Id: adg\*\*\*\*\*.in
- Section: Choose your Password**
  - Fields for Password and Confirm Password.
  - Fields for Security Pin (case sensitive) and Security Pin.
  - Security Pin value: 75F317
- Message:** Verification of Mobile Number OR Email Address is mandatory to get registered successfully.
- Button:** Submit & Next

At the bottom of the page, there is a disclaimer and the NIP National logo. The Windows taskbar at the bottom shows the date as 19-08-2021 and time as 16:40.

Step no. 4: Enter OTP received on your registered mobile number or e-mail id which was entered at the time of registration at NBE site. (mandatory)

Online Counselling System

https://mcc.nic.in/counseling\_demo/Registration/Verification.aspx

Getting Started | Email: Inbox (68407) | eoffice | Home - Medical Coun...

Medical Counselling Committee (MCC), DGHS, Ministry of Health & Family Welfare, Government of India

NEET - MDS Counselling 2021 (Demo Counselling)

Verification of Mobile Number OR Email Address is mandatory to get registered successfully.

Note: If you did not receive the OTP, you can resend the OTP by clicking on 'RESEND OTP' link.

Enter Mobile One Time Password (OTP)  Mobile One Time Password [RESEND OTP](#)

**OR**

Enter Email One Time Password (OTP)  Email One Time Password [RESEND OTP](#)

Security Pin (case sensitive)  Security Pin

Security Pin

[Verify & Final Submit](#)

Personal Details

Roll No: 2055200114

Mother Name: BHARTIBEN

Mobile No. and Email

ISD Code: 91

Choose your Password

Password

Confirm Password

Security Pin (case sensitive)

Security Pin

34°C Light rain 16:43 19-08-2021

Step no. 5: Check status of your registration & click on “ fill application form”.

Online Counselling System

https://mcc.nic.in/counseling\_demo/Registration/Home.aspx

Name: BANSARI M LEELA Roll No: 2055200114

Last Visit: Aug 19 2021 4:41PM

### Available Services

- View Registration Form
- Fill Application Form
- Fill Qualification Details
- Fill Internship Details
- Select Counseling
- Fill Contact Detail
- Preview & Final Submit

### Verify Mobile No. & Email Id

- Verify Your Mobile Number
- Email Id Verified

### Contact Us

Application Forms	Status
Registration Form	Completed
Application Form	Incomplete
Qualification Details	Incomplete
Internship Completion Details	Incomplete
Selection of Counseling	Incomplete
Contact Detail	Incomplete
Final Submit	Incomplete

You have successfully Registered.  
Kindly fill the detailed Application Form to complete the Registration Process.

Fill Application Form

Click to fill your application form to move further.

# APPLICATION FORM

Step no. 6: Once the registration is over the candidate may start filling his/her application form.

The screenshot shows a web browser window titled "Online Counselling System" with the URL [https://mcc.nic.in/counseling\\_demo/Registration/Registration.aspx](https://mcc.nic.in/counseling_demo/Registration/Registration.aspx). The user's name is BANSARI M LEELA and the roll number is 2055200114. The page is titled "Application Form" and contains several sections:

- Available Services:**
  - View Registration Form
  - Fill Application Form** (highlighted in blue)
  - Fill Qualification Details
  - Fill Internship Details
  - Select Counseling
  - Fill Contact Detail
  - Preview & Final Submit
- Verify Mobile No. & Email Id:**
  - Verify Your Mobile Number
  - Email Id Verified
- Contact Us:**

The main form fields are:

- Gender:** Female
- Nationality:** Indian
- Religion:** --Select--
- Category:** General
- Sub Category Details:**
  - Person with Disability:** No
- Other Information:**
  - Marital Status:** --Select--
  - Do you want to apply for Armed Forces Medical ?** --Select--

A "SAVE & NEXT" button is located at the bottom of the form.

## Step no. 7: Enter details of your qualification.

The screenshot shows a web browser window with the URL [https://mcc.nic.in/counseling\\_demo/Registration/QualificationDetails.aspx](https://mcc.nic.in/counseling_demo/Registration/QualificationDetails.aspx). The page title is "Online Counselling System". The user is logged in as "Name: BANSARI M LEELA" with "Roll No: 2055200114". The page displays a navigation menu on the left with options like "View Registration Form", "View/Edit Application Form", "Fill Qualification Details" (highlighted), "Fill Internship Details", "Select Counseling", "Fill Contact Detail", and "Preview & Final Submit". The main content area is titled "Qualification Details" and contains a section for "BDS Marks Details" with a warning: "Please enter the details carefully." The form includes fields for "Passing Status" (dropdown), "Passing Year" (dropdown), "Enrollment Number" (text input), and "University" (dropdown). Below the form are "PREVIOUS" and "SAVE & NEXT" buttons. A blue arrow points from the "Enrollment Number" field to the explanatory text below.

Enrolment number is the number same as seen on your University degree.



## Step no. 8: Fill your internship completion details. (Yes/No)

The screenshot displays a web browser window with the URL [https://mcc.nic.in/counseling\\_demo/Registration/ExperienceDetails.aspx](https://mcc.nic.in/counseling_demo/Registration/ExperienceDetails.aspx). The user is identified as BANSARI M LEELA with Roll No: 2055200114. The page is titled "Internship Completion Details" and features a sidebar with navigation options. The main content area contains a form with a dropdown menu for "Have you completed/Pursuing Internship?" and two buttons: "PREVIOUS" and "SAVE & NEXT". A blue arrow points from the dropdown menu to the explanatory text below.

**Available Services**

- View Registration Form
- View/Edit Application Form
- View/Edit Qualification Details
- **Fill Internship Details**
- Select Counseling
- Fill Contact Detail
- Preview & Final Submit

**Verify Mobile No. & Email Id**

- Verify Your Mobile Number
- Email Id Verified

**Contact Us**

**Internship Completion Details**

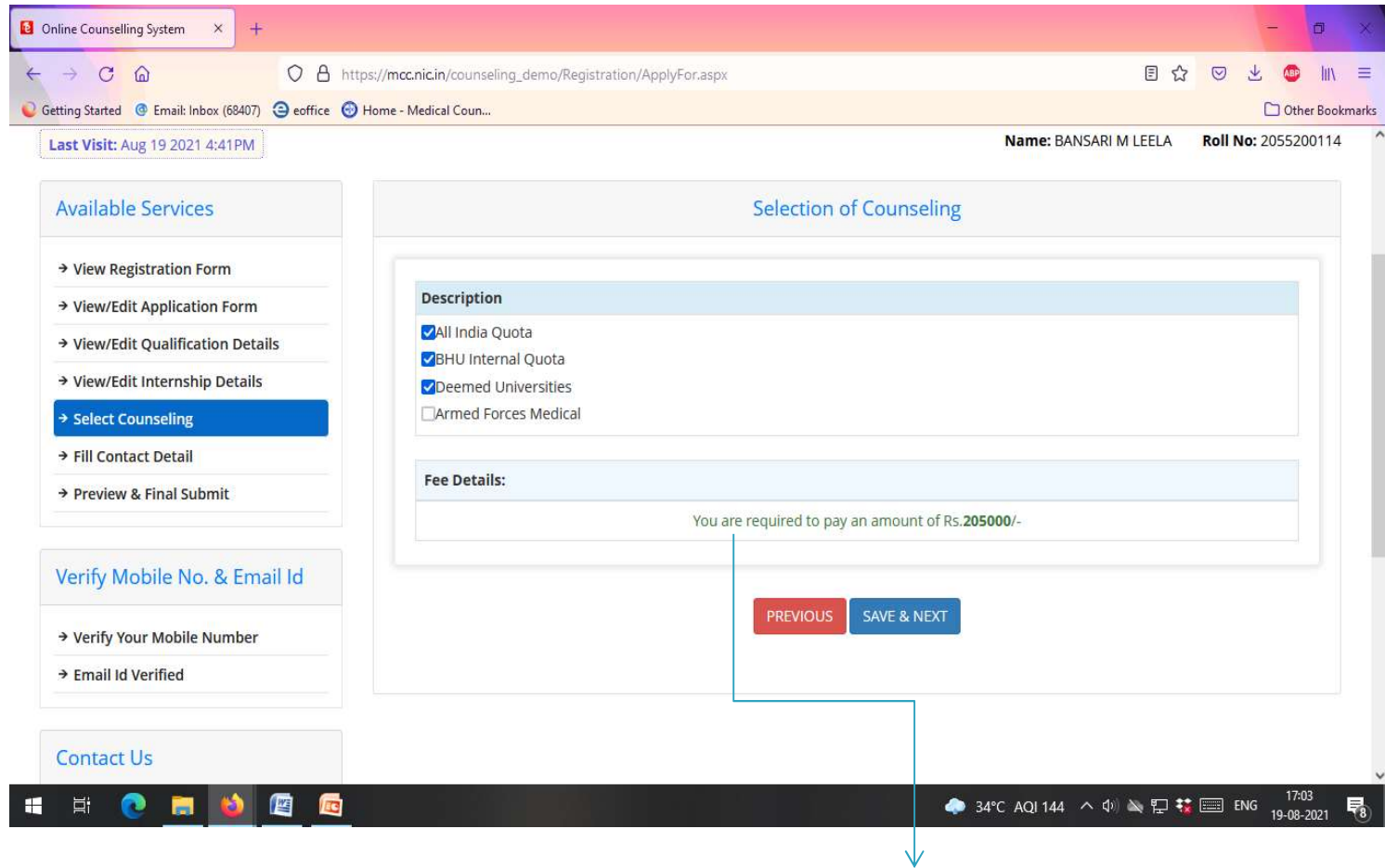
Please read the instructions carefully.

Have you completed/Pursuing Internship? --Select--

PREVIOUS SAVE & NEXT

After selecting “Yes” , you are required to fill the date of commencement of internship & date of internship completion along with the name of Institute.

Step no. 9: After filling your internship dates , you are required to select the type of counselling by clicking on the checkbox.



Fees required to be paid for the Counselling is also mentioned, for further clarification refer to Information bulletin as available on MCC official website.

Step no 10. Fill your Correspondence address.

The screenshot shows a web browser window with the URL [https://mcc.nic.in/counseling\\_demo/Registration/ContactDetail.aspx](https://mcc.nic.in/counseling_demo/Registration/ContactDetail.aspx). The page is titled "Online Counselling System" and features a navigation menu on the left with the following options: "View Registration Form", "View/Edit Application Form", "View/Edit Qualification Details", "View/Edit Internship Details", "View/Edit Counseling", "Fill Contact Detail" (highlighted in blue), and "Preview & Final Submit". Below the navigation menu are sections for "Verify Mobile No. & Email Id" (with options "Verify Your Mobile Number" and "Email Id Verified") and "Contact Us" (with email address "bd[dot]athani56[at]nic[dot]in").

The main content area is titled "Contact Details" and contains two sections: "Correspondence Address" and "Permanent Address".

**Correspondence Address**

Premise No./Name	Sub Locality/Colony (Optional)
Locality/City/Town/Village	Country
State	District
Pin Code	

**Permanent Address**

Same As Correspondence Address

Premise No./Name	Sub Locality/Colony(Optional)
Locality/City/Town/Village	Country

The Windows taskbar at the bottom shows the system tray with the date and time: 17:06, 19-08-2021. The system tray also displays the temperature (34°C), AQI (151), and language (ENG).

Step no.11 : The final preview of your application, click on the declaration mentioned as the end of the preview & submit.

Online Counselling System

https://mcc.nic.in/counseling\_demo/Registration/CandidateProfile.aspx

Last Visit: Aug 19 2021 4:41 PM

Name: BANSARI M LEELA Roll No: 2055200114

### Available Services

- View Registration Form
- View/Edit Application Form
- View/Edit Qualification Details
- View/Edit Internship Details
- View/Edit Counseling
- View/Edit Contact Detail
- **Preview & Final Submit**

### Verify Mobile No. & Email Id

- Verify Your Mobile Number
- Email Id Verified

### Contact Us

### Preview & Final Submit

#### Personal Details

Roll No.	2055200114	Application No.	MD013325
Candidate Name	BANSARI M LEELA	Father Name	MANISHKUMAR B LEELA
Mother Name	BHARTIBEN B LEELA	Gender	Female
DOB	04-04-1995	Nationality	Indian
Religion	HINDUISM	Category	General
Is Eligible for All India Quota ?	Yes	Remark	Qualified for on-line choice filling process-Eligible for UR Seats

#### Rank Details

All India Rank [PG Dental]	9870
----------------------------	------

#### Sub Category List

Person with Disability	No
------------------------	----

#### Other Information

Marital Status	Unmarried
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34°C AQI 151 17:07 19-08-2021

Once the form has been submitted , changes cannot be made.

# CHOICE FILLING & LOCKING

The screenshot displays the MCC counseling portal interface. At the top, the browser address bar shows the URL [https://mcc.nic.in/counseling\\_demo/Choice/Home.aspx](https://mcc.nic.in/counseling_demo/Choice/Home.aspx). The user's name is BANSARI M LEELA and the roll number is 2055200114. The page features a navigation menu with options like 'Home', 'Last Activity Details', 'Change Password', and 'Logout'. The main content area is titled 'Current Choice Filling & Locking Status' and contains four key metrics: Total Available Choices (173), Filled Choices (0), Unfilled Choices (173), and Choice Locking Status (Unlocked). An 'Important Message' box below these metrics states: 'Without registration fee payment, choice filling is not allowed.' A blue arrow points from this message to the explanatory text below.

Metric	Value
Total Available Choices	173
Filled Choices	0
Unfilled Choices	173
Choice Locking Status	Unlocked

**Important Message**

- Without registration fee payment, choice filling is not allowed.

Step no. 12: Choices will be visible to the candidate but the process of choice filling & locking will begin only after payment of fees.

Step no. 13: Click on ‘pay payment fee’ option available on right hand side on the page.

The screenshot shows the MCC website interface. At the top, the MCC logo and name are displayed: "Medical Counselling Committee (MCC), DGHS, Ministry of Health & Family Welfare, Government of India". Below this, the text reads "NEET - MDS Counselling 2021 (Demo Counselling)". On the right, there is a logo for "e-Counselling Services" with the tagline "Simplifying The Admission Process".

The main content area is titled "Fee Payment". It displays the following information:

- Fee Type: Pay Registration Fee
- You are required to pay an amount of Rs. 26000 /- .
- Select mode of payment :  Online Payment

At the bottom of the fee payment section, there are two buttons: "Pay Fee" and "Pay Fee (Demo)". A blue arrow points from the "Pay Fee" button down to the text below the screenshot.

On the left side of the page, there is a sidebar with "Available Services" including: Pay Registration Fee (NEW), Candidate Profile, Available Choices, Choice Filling, Choice Locking, and Seat Allotment Result (NEW). Below this is a section for "System Generated Letters".

The top navigation bar includes "Home", "Last Activity Details", "Change Password", and "Logout". The user's name "BANSARI M LEELA" and roll number "2055200114" are displayed. The bottom status bar shows the date and time as "17:20 19-08-2021" and the temperature as "34°C AQI 151".

Click on “pay fee” to begin the process of choice filling

Step no. 14: After payment of fees available choices will be visible to you .

The screenshot shows the MCC counseling portal interface. The browser address bar displays 'https://mcc.nic.in/counseling\_demo/Choice/AvailableChoicesN.aspx'. The user's name is 'BANSARI M LEELA' and the roll number is '2055200114'. The last visit was on 'Aug 19 2021 4:41PM'. The page features a sidebar with navigation options: 'Available Services' (Candidate Profile, Available Choices, Choice Filling, Choice Locking, Seat Allotment Result, Fee Payment Details), 'System Generated Letters' (View/Download Letters), and 'Verify Mobile No. & Email Id' (Verify Your Mobile Number, Email Id Verified). The main content area shows a search filter for 'All Institute Types', 'All Institutes', and 'All Programs'. A search bar contains 'Enter Institute Name/Address/Pin Code or Program Name to Search' with 'Filter' and 'Clear All Filter' buttons. Below the search bar, there are checkboxes for 'View with Institute Address' and 'View with Type of Institute'. A table titled 'Total available choice(s): 173' lists the following choices:

SrNo.	Institute	Program	Quota
1	Regional Dental College, Guwahati	PERIODONTOLOGY	All India
2	Regional Dental College, Guwahati	ORAL AND MAXILLOFACIAL SURGERY	All India
3	Regional Dental College, Guwahati	CONSERVATIVE DENTISTRY AND ENDODONTICS	All India
4	Regional Dental College, Guwahati	ORTHODONTICS AND DENTOFACIAL ORTHOPEDICS	All India
5	Patna Dental College and Hospital, Patna	PROSTHODONTICS AND CROWN & BRIDGE	All India
6	Maulana Azad Institute and Dental Science, New Delhi	PROSTHODONTICS AND CROWN & BRIDGE	All India
7	Maulana Azad Institute and Dental Science, New Delhi	PERIODONTOLOGY	All India

If you have done BDS from Central University & choose BHU,DU or AMU at the time of 'selection of counselling' then All India quota seats along with internal quota seats of respective universities will be visible to you.

**THANK YOU**

