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No.7.18.6.../488/ NC

From: Registrar, West Bengal Nursing Council

Date: 25. / . / . 2.7

### **NOTICE**

## <u>GUIDELINES FOR ONLINE STUDENT REGISTRATION OF A.N.M. (R )(18 MONTHS & 6 MONTHS INTERNSHIP) FOR THE BATCH OF 2023-2025</u>

The authorities of all the recognized SCHOOL OF NURSING under West Bengal Nursing Council are hereby directed to follow the below specified steps for ONLINE Student Registration Form fill up of A.N.M. (R) (18 MONTHS & 6 MONTHS INTERNSHIP) course for the batch of 2023-2024.

Please use the <a href="http://wbnc.wbhealth.gov.in:8007">http://wbnc.wbhealth.gov.in:8007</a> and User Login Id & Password which was already provided to the institution. FOR SECURITY REASON DO NOT SHARE YOUR USER ID & PASSWORD WITH ANYONE.

After successful online submission, the institution have to Click on "VIEW" Menu and go to "PRINT" option to take entire print out copy and the copy is to be submitted to the WEST BENGAL NURSING COUNCIL.

Szerbani Mandal 25/01/2024

Registrar West Bengal Nursing Council



# IMPORTANT INSTRUCTION REGARDING STUDENT REGISTRATION OF ANM(R) (18 MONTHS & 6 MONTHS INTERNSHIP) FOR THE BATCH OF 2023-2025

### Important dates for submission:

- DATE OF STARTING ONLINE FORM FILL UP: <u>01<sup>ST</sup> FEBRUARY</u>, <u>2024 AT 11:00 AM</u>
- END DATE OF ONLINE FORM FILL UP: 19<sup>TH</sup> FEBRUARY, 2024 at 11:59 P.M
- DATE OF ONLINE FORM FILL UP WITH LATE FEE: 20<sup>TH</sup> FEBRUARY, 2024 at 10:00 A.M
- END DATE OF ONLINE FORM FILL UP WITH LATE FEE: 29TH FEBRUARY, 2024 at 11:59 P.M
- SUBMISSION OF DOCUMENTS RELATING TO FORM FILL UP: As per schedule which is attached with this notice.
- 1. Online Form fill up should be allowed after completion of total admission process. Once enrolment of candidate/s is done by the institute, changes / alternation / deletion etc cannot be possible.
- 2. Last date of admission for the academic year is 30th November, 2023.
- 3. There will be no extension of date for the enrolment for whatever reason may be.
- 4. Application Form to be filled up according to their Madhyamik / Secondary Admit Card. Do not use any salutation before name.
- 5. Gurdian name should be filled on the online form carefully whether it is father name or mother name.
- 6. PLEASE CLICK ON "YES" UNDER THE WBJEE STUDENTS? AND FILL UP ALL THE FIELDS UNDER THE SAME OPTION. IT IS MANDATORY AS ALL THE STUDENTS ARE ADMITTED THROUGH WBJEE EXAMINATION. THIS FILED IS NOT UNDER \*MARKED FIELDS.

### 7. LIST OF DOCUMENTS FOR ONLINE FORM SUBMISSION:

- I. One forwarding letter by the Principal / PNO / Sr. Sister Tutor from the respective School of Nursing.
- II. One downloaded Hard Copy attested by the Principal / PNO / Sr. Sister Tutor with official seal.
- III. One self-attested.copy of the Secondary (Class X) Admit Card.
- IV. One self-attested copy of the Higher Secondary (10+2) Marksheet.
- V. Final copy of admission list, Selected & waiting list.
- VI. Original copy of Higher Secondary Council Verification.
- VII. Domicile Certificates (for all candidates), WBJEE Rank Card, Admit Card, Allotment Letter (For the WBJEE candidates only)
- VIII. WBJEE Rank Card, Admit Card, Allotment letter.(SELF ATTESTED)
- IX. One copy of renewal validity letter / final permission letter of the current academic year from WBNC as well as INC.
- X. One copy of permission letter or Institution List from Indian Nursing Council.
- XI. The total registration fees will be submitted by SBI Collect / Demand Draft only. The fee is Rs. 130.00 per student. The Demand Draft should be in favour of "WEST BENGAL NURSING COUNCIL", PAYBLE AT KOLKATA, only from STATE BANK OF INDIA.
- XII. Late Fine Rs. 50 only will be imposed after specified date.
- XIII. SBI PAYMENT COPY has to be submitted to the council at the time of form submission.
- XIV. COPY OF RESIDENTIAL CERTIFICATE AND OTHER CATEGORY DOCUMENTS IN WHICH CANDIDATES ADMIT IN SAID COURSE MUST BE SHOWN BY THE INSTITUTION AT TIME OF COUNICL VERIFICATION.



XV. SUBMIT DOCUMENTS OF EACH CANDIDATES ACCORDING TO THIS WAY, SELF-ATTESTED COPY OF MADHYAMIK ADMIT, H.S MARKSHEET, WBJEE ADMIT, AND FINAL ALLOTMENT LETTER ALONG WITH CATEGORY DOCUMENTS IN WHICH CANDIDATES ADMIT FOR SAID COURSE.

#### N.B.:

Copy of brochure to be submitted (For private school) to the Registrar, West Bengal Nursing Council.

- Student Registration hard copy will only be accepted by hand, it will not be accepted via Speed Post / Courier service.
- For the Non-Govt. Institutions, the panel list must be signed by the Registrar before submission, Without Registrar's sign it will not be accepted.
- The Principal, College of Nursing of the institution will be solely responsible for any discrepancies / mistakes / wrong information in the admission forms & documents regarding registration.
- For any information or assistance, please send us an email on : i) wbnc\_22302059@ymail.com ii) wbnursingcouncil@gmail.com.

#### Instructions for uploading Photograph & Signature:

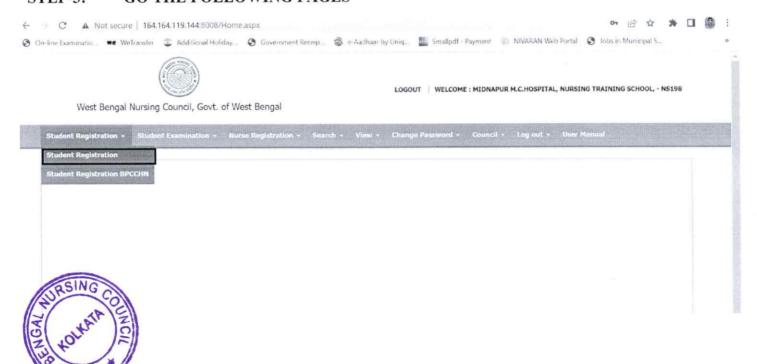
The institution is required to upload candidate's **PHOTOGRAPH & SIGNATURE** in **JPG/JPEG format** of his/her recent **colour photograph & signature**. The size of the **PHOTOGRAPH & SIGNATURE** should be between **10KB** – **70 KB**.

## STEPS FOR ONLINE FORM FILL-UP FOR STUDENT REGISTRATION FOR THE ACADEMIC YEAR 2023-2025

STEP-1: Go to <a href="http://wbnc.wbhealth.gov.in:8007/Login.aspx">http://wbnc.wbhealth.gov.in:8007/Login.aspx</a>

STEP-2: LOG IN using User Id & Password (Already sent to the Schools)

STEP-3: GO THE FOLLOWING PAGES



N.B.: FILL UP ALL "\*" MARKED FIELD VERY CAREFULLY (FILLUP IN CAPITAL LETTERS ONLY), MUST FILL UP WBJEE STUDENT "YES" AFTER THAT COLUMN APPEARED WBJEE ROLL NUMBER, WBJEE GENERAL RANK, WBJEE CATEGORY RANK MUST BE FILLED. AFTER FILL UP UPLOAD CANDIDATE'S IMAGE AND SIGNATURE CAREFULLY

STEP-4: THEN "SAVE" the Student Registration Form
AFTER SUCCESSFUL SUBMISSION, GO TO 'VIEW'MENU & CLICK 'STUDENT
REGISTRATION (NOT ISSUE)'

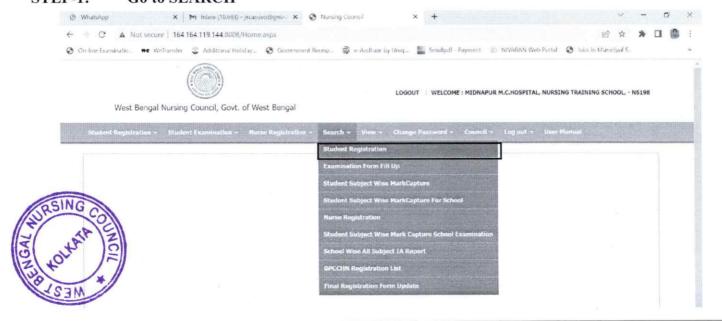
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N.B.: AFTER SELECT ALL PARAMETER, CLICK ON "QUERY" AND THEN CLICK ON "PRINT". AFTER THAT CLICK ON EXPORT TO 'PDF'AND DOWNLOAD THE FILE.

STEP-5: Log Out

IF THE INSTITUTION WANT TO EDIT THE PARTICULARS OF STUDENT REGISTRATION FORM, THEN THEY MAY FOLLOW THE BELOW STEPS:

STEP-1: Go to SEARCH



AFTER THAT SELECT 'SELECT ENTRY FROM DATE' & 'SELECT ENTRY TO DATE', THEN CLICK ON 'QUERY'

STEP-2: AFTER THAT A LIST OF CANDIDATE WILL APPEAR IN THE SAME SCREEN, THEN CLICK ON 'EDIT' FOR ANY CORRECTION, AFTER EDITING CLICK ON UPDATE.

## SCHEDULE FOR DOCUEMNTS SUBMISSION FOR ANM® STUDENT REGISTRATION FOR THE ACADEMIC YEAR 2023-2025

| DATE FOR SUBMISSION   | TIME FOR SUBMISSION         | SCHOOL NAME                                 |
|---|-----------------------------|---|
| 01 <sup>ST</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Barasat Govt.       |
| 50 Am 5000mile (Amino Carallellano 🗸 (Amino Carallellano | 973700 000 miles miles (100 | MCH, North 24 Parganas                      |
| 04 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Nursing Training School, Kakdwip     |
|   |                             | S.D. Hospital, Diamond Harbour HD           |
| 05 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Diamond Harbour     |
|   |                             | Govt. MCH, Diamond Harbour HD               |
| 06 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Domkol Super        |
|   |                             | Specialty Hospital, Murshidabad             |
| 07th MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, ID&BG Hospital, 57  |
|   |                             | Beliaghata Main Road,Kolkata                |
| 11 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Murshidabad Govt.   |
|   |                             | MCH, Berhampore, Murshidabad                |
| 12 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Kaliaganj SG        |
|   |                             | Hospital, Uttar Dinajpur                    |
| 13 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Vidyasagar S.G.     |
|   |                             | Hospital, South.24 Pgs                      |
| 14 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | Dr. H. C. Mukherjee Memorial Health         |
|   |                             | School, Singur, Hooghly                     |
| 15 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Jangipur SD         |
|   |                             | Hospital, Murshidabad                       |
| 18 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | ANM(R) Training School, Raghunathpur S D    |
|   |                             | Hospital, Purulia                           |
| 19 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | NTS, Asansol, Asansol District Hospital,    |
| 19 WAKCII, 2024   | 11.30A.W                    | Paschim Bardhaman                           |
| 20 <sup>th</sup> MARCH, 2024  | 11.30A.M                    | Promotees Training School, Jagatberh, Purba |
| 20 MARCH, 2024  | 11.50A.WI                   | Bardhaman                                   |
|   |                             | Daranaman                                   |



Sselsan Mandal
25/01/2024
REGISTRAR
WEST BENGAL NURSING COUNCIL