Dear Applicant

All the applicants are advised to read the Prospectus/information brochure carefully of the Post Basic B.Sc. Nursing Entrance Test-2014 in pdf format available on www.hpuniv.in & www.hpuni.nic.in and also ensure her eligibility in terms of the conditions/provisions mentioned in the prospectus/information brochure.

Please read these instructions carefully before proceeding with the ONLINE filling of Post Basic B.Sc Nursing Entrance Test Application Form 2014.

ELIGIBILITY CRITERION AND OTHER CONDITIONS FOR ADMISSION

1. **Admission to Post-Basic B.Sc. Nursing Degree course shall be made on the basis of merit of the Entrance Test to be conducted by the Himachal Pradesh University for which the female candidates must fulfill the following conditions:-**
   a. The candidates should be registered as registered Nurse/Midwife (RN/RM) with H.P. State Nurses Registration Council, Shimla at the time of counseling.
   b. The candidate must have passed 10+2 and its equivalent examination from recognized Board/University established by Law in India with minimum 45% aggregate marks. For SC/ST/OBC candidates the required percentage of aggregate marks will be 40%.
   c. The candidate must have obtained 50% marks in General Nursing & Midwifery from the School/Institution recognized by the Indian Nursing Council/Himachal Pradesh Nurses Registration Council.
   d. The distribution of seats between In-Service and Direct candidates will be made in the ratio of 70:30. However, 200 point vertical reservation roster will be applied for distribution of seats among General, SC, ST and OBC categories and it will follow the continuity & no horizontal reservation roster will be applied.

2. **For In-Service Quota Seats:-**
   a. In-service quota seats to be filled up by in-service regularly appointed Nursing Cadre candidates of Govt. of H.P. However, adhoc & contractual appointees including appointees of Rogi Kalyan Samities will also be considered under this quota. The candidates must have completed minimum 5 years service on the last date of submission of application form.
   b. The candidates should not have attained maximum of 53 years of age as on 31st December, 2014.
   c. admission Form along with required documents in respect of In-Service candidates shall be routed/submitted through their respective Head of Departments well within the stipulated date along with service certificate-cum-NOC at the time of counseling.

3. **For Direct Quota Seats: Direct quota seats will be available for open competition from amongst:-**
   a. The Bonafide Himachali candidates/Children of H.P. Govt. employees and employees of Autonomous Bodies wholly or partially financed by the Himachal Pradesh Government, who have done their GNM course from GNM Schools/Institutions anywhere in India duly recognized by the Indian Nursing Council/H.P. State Nurses Registration Council.

   <div align="center">OR</div>

   The candidates should be GNM trained from the recognized Govt./Private GNM Schools/ Institutions situated in the State of Himachal Pradesh.
   b. The age of candidates should be between 17 to 35 years as on 31st December, 2014 i.e. the candidate should be born between 01.01.1980 and 1.1.1998. However, upper age can be relaxable by 5 years in the case of SC/ST candidates i.e. the candidate must born between 1.1.1975 and 1.1.1998. The candidates will ensure that they fulfill the above condition. Age as recorded in the matriculation certificate will be entertained.

Important Dates

1. Online filling up of Post Basic B.Sc Nursing Entrance Application form commences from: **23.05.2014**
2. Last date for filling up ONLINE Post- Basic B.Sc. Nursing Entrance Application Form: **20.06.2014**.
3. Last date for submitting the computer generated confirmation / hard copy of online Application Form of Post Basic B.Sc Nursing Entrance Test in the Office of Assistant Registrar (Entrance Tests) Room No.10 Admn. Block, H.P. University, Shimla -171005 by *registered post only* or by hand is **23.06.2014**.
4. Admit Cards/Roll Nos. downloading process begins from the University Website www.hpuniv.in with effect from **30.06.2014**.
5. Date of Entrance Examination: **06.07.2014 (Sunday)**

Important Steps

(A)   **Before proceeding to apply, please ensure that you have**:
   (i) **Scanned copy of candidate's recent photograph with following specifications**.
   ➢ Photograph must be a passport size color picture.
   ➢ Photograph must be taken in full face view directly facing the camera.
   ➢ Photograph should have no shadows and red eyes.
   ➢ Maximum size **50 kb**.
   ➢ Photo format should be jpg. only.
   (ii) **Scanned copy of Candidate's signature with following specifications**.
   ➢ Candidate with black ink on a white paper and get the signature scanned.
   ➢ The signature must be signed only by the Candidate and not by the any other person.
   ➢ Maximum size **30 kb**.
   ➢ Scanned signature format should be jpg. only.
(B) Create an email account if you already don't have one.

(C) You must give a correct mobile number in basic details. If you don't have mobile number, please enter your guardian's mobile number for any further information in this regard.

(D) The fee for applying Post-Basic B.Sc. Nursing Entrance Test is Rs. 2000/- for General/OBC/ PH and Rs.1000/- for SC/ST Categories.

(E) **PROCEDURE FOR FILLING UP ONLINE APPLICATION FORM FOR Post-Basic B.Sc. Nursing ENTRANCE TEST-2014**.

1. Click on "**Register Now**" to create a new account. Once the new account is created online system *will generate the unique application form number*. Candidates are advised to *note down the application form number for all future references*.

2. After account creation, click **login** to complete the Entrance Examination application online. Online Entrance Application form has following subsequent information.
   - Basic Details Form
   - Upload Photo & Signature Form
   - Fees Payment Form
   - Payment Details Form
   - Filled Form View Page Confirmation Button.
   - Filled Form Downloaded Page.

3. Candidate's are required to fill their information in above mentioned web pages. All mandatory fields are marked with red star.

4. Upload photo and signature. Photo and signature uploaded should be **as per specifications and size listed in step (A).**

5. To save the data, please click on '**Continue and Save' button** at the bottom of each screen before proceeding further.

6. **Steps for making Application Fees Payment**
   a) Once you click on **Fees Payment Button** new window of **SBI-Collect** will be open on your screen in which you have to complete the following steps for making the payment:

   Step 1
       a) State of Corporate/ Institution :   <Select> **Himachal Pradesh**
       b) Type of Corporate/Institution: <Select> **Educational Institution**
                                                   Then click on **Go** button

   Step 2
       a) Educational Institution Name: <Select> **F.O., HPU**
                                                Then click on **Submit** button

   Step 3
       a) Select any one Payment Category to which applicant belongs
                     <Select> **Post Basic Nursing General/OBC& its Sub-Categories**
                     <Select> **Post Basic Nursing SC/ST & its Sub-Categories**

   Step 4
       Enter all the details of payment as per the fields given on the present screen, all these fields are mandatory to fill for making the Application fee payment. Then press the **Submit** button.

Step 5

Once you **Confirm** the 'payment details', a new window will appear on your screen in which three modes of payment are there i.e 1) **Net Banking** 2) **Card Payment** (By Using Debit/Credit Card) 3) **Other Payment modes in which Challan is generated** and the applicant has to take the print out of that Challan to the nearest SBI Branch for depositing the Cash. After depositing the Cash, the bank will issue the receipt/ Journal No. on the Challan. In case of Net Banking and Card Payment, e-receipt will be generated. Then candidates are directed to take print out of that e-receipt for completing the application form and retained the same for his/her record for future reference also.

7. After depositing the fee in the bank, re-login to your account, *at least after 8 hours* to enter payment details, i.e. e-receipt/ Journal number as provided by the bank at the time of depositing the fee, in *Payment details page*.

8. Click on '**Save & Continue**' to see your filled application details on the computer, before proceeding further please make sure that all the fields are filled in correctly in the confirmation screen before clicking the **Submit** Button. **Once the applicant click on the Submit button of her application page, she cannot Edit/Change the details entered.**

9. After clicking on '**Submit' button** new window will appear on the Screen displaying full details of the applicant and then entered in the application form. Take the print out of the same page and *attach the photocopy of payment receipt along with the computer generated confirmation copy of the application form* retain a photocopies of the application form and the fee receipt be for future reference and then send it by **registered/Speed Post** with the quote on the envelope **"Application Form for Post-Basic B.Sc. Nursing Entrance Test – 2014"** so as to reach on or before the prescribed date at following address:

> **The Assistant Registrar (Entrance Tests)**
> **Room No. 10 Admn. Block, Ground Floor,**
> **H.P. University, Summer Hill, Shimla – 171 005 (H.P.)**

Important Notes:
- ➢ **Do not make any changes with the pen on the details printed on the print out of your application form; otherwise your application form will be rejected straightforward.**
- ➢ **The candidates may, please note that the Admit Cards for the Entrance Test will not be sent By post and the same will be download by the candidates from University website.**
- ➢ **Before sending the form to University, the applicant must sure that she has signed the application form in original and photocopy of the said form be retained for future reference.**
- ➢ For any query with regard to filling online application, please contact- **0177-2831655, 2833582.**
- ☞ For any pre-examination enquiry, please contact on Phone No.0177-2830891, 2833588. Any query related with this entrance examination must be settled by the candidate well before the commencement of the examination.