



DR. N.T.R UNIVERSITY OF HEALTH SCIENCES

Government Of Andhra Pradesh

User Manual For
Dr. NTR UHS – PG Dental Degree/Diploma
Courses 2025

Competent Authority Quota

Prepared By

APOnline

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1 INTRODUCTION

1.1 ABOUT Dr. NTR UHS:

The Government of Andhra Pradesh renamed Dr. NTR University of Health Sciences as. It was inaugurated in 1986.

The University is offering various UG, PG, Super Specialty, Ph.D. & PDF Courses in Modern Medicine, Dental Surgery, Ayurveda, Unani, Homoeopathy, Naturopathy, Nursing, Physiotherapy and Para Medical Graduate Courses in its affiliated colleges.

1.2 OBJECTIVES

Facilitating the process of submitting web options for MDS candidates

1.3 SCOPE

The scope of this document is to explain the process of Candidate opting for the web options as per the candidate preferences.

2 SOFTWARE AND TECHNOLOGIES

S.No.	Software	Version
1	.NET Core	7 Version
2	SQL Server	22 Version

Table 1: Software and Technologies

3 PROCESS FLOW

- ❖ Web option Submission
- ❖ Add Web Options priorities
- ❖ Save Web Options
- ❖ Print Web Options

3.1 Login:

- Click “Login” to submit your web options.



Figure 1: Login Page – Link

- The login screen will be displayed as shown below. Enter your User ID (Registration ID), Password, and Captcha, then click the “Login” button.

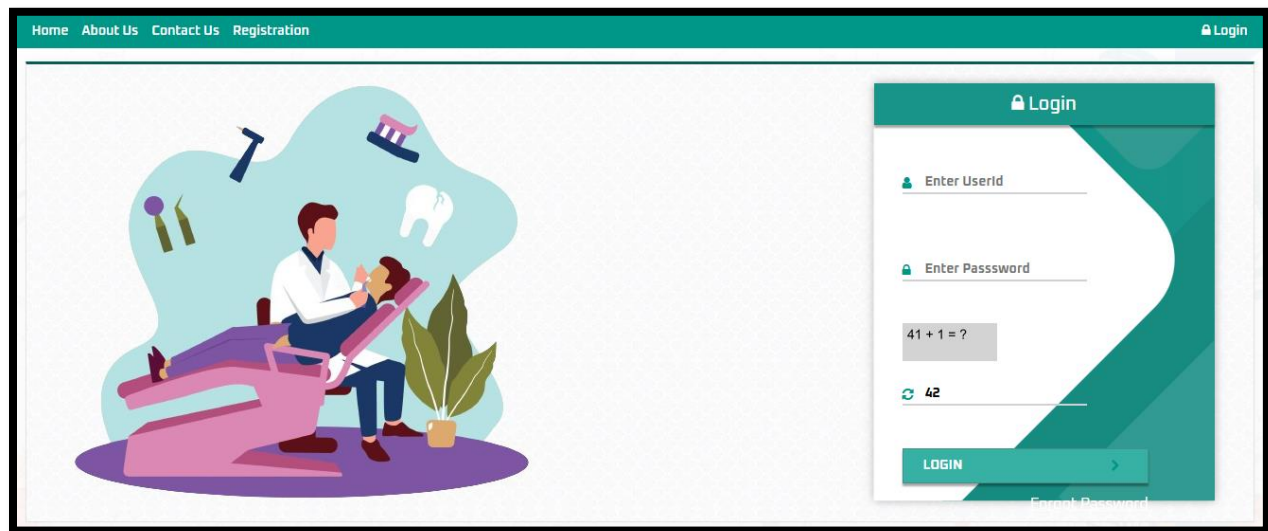


Figure 2: Login Page – Login

3.2 Web Option Submission :

After logging in, select “Services” from the menu bar and click on the “Web Options ” link.

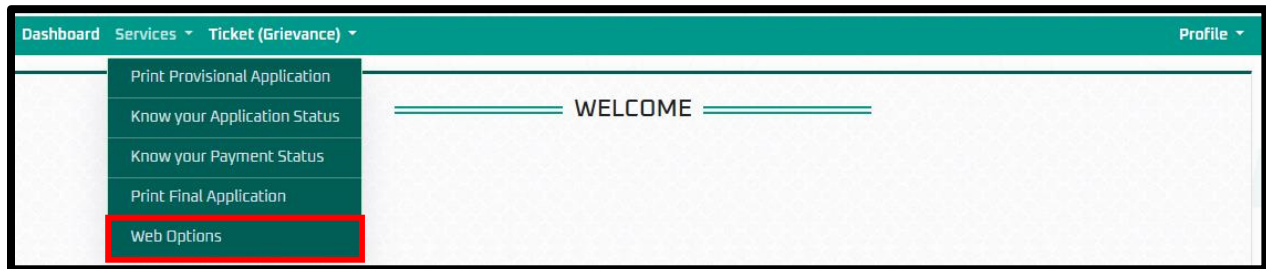
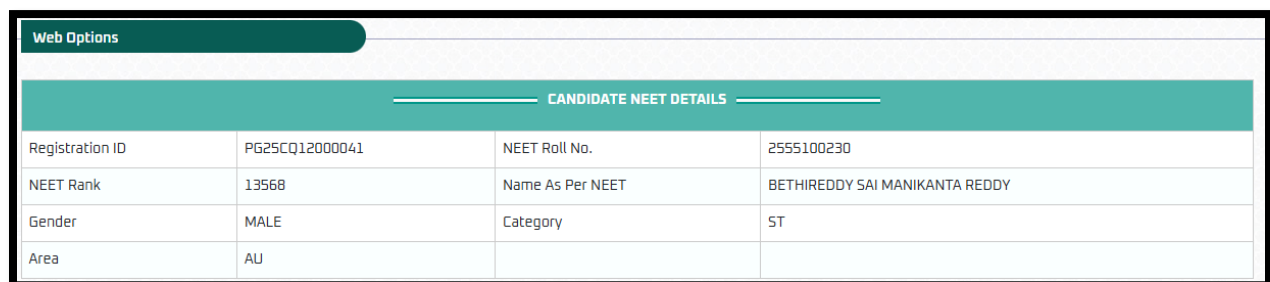


Figure 3: Web Option Submission – Link

- After clicking on the “ Web Option” link, the screen will appear as shown below.
The following candidate NEET details will be displayed on the web options screen:
 - a. Registration Number
 - b. NEET Roll No
 - c. NEET Rank
 - d. Name as per NEET
 - e. Gender
 - f. Category
 - g. Area
- Hyperlinks of college list of PG Medical CQ 2024 and User Manual are displayed

The screenshot shows the 'Web Options' page. It has a teal header with 'Web Options' on the left. Below the header is a table titled 'CANDIDATE NEET DETAILS'. The table contains the following information:

CANDIDATE NEET DETAILS			
Registration ID	PG25CQ12000041	NEET Roll No.	2555100230
NEET Rank	13568	Name As Per NEET	BETHIREDDY SAI MANIKANTA REDDY
Gender	MALE	Category	ST
Area	AU		

Figure 4: Candidate NEET Details

- Hyperlink of web option submission process is also given.



Figure 5 : Watch Recorded video

Add Web options:

- The list of all the eligible colleges are displayed in the left side of web options screen.
- Candidate can filter web options by Specialization selection or college selection.
- Candidate can add the colleges according to their priority by clicking on the “Add” button

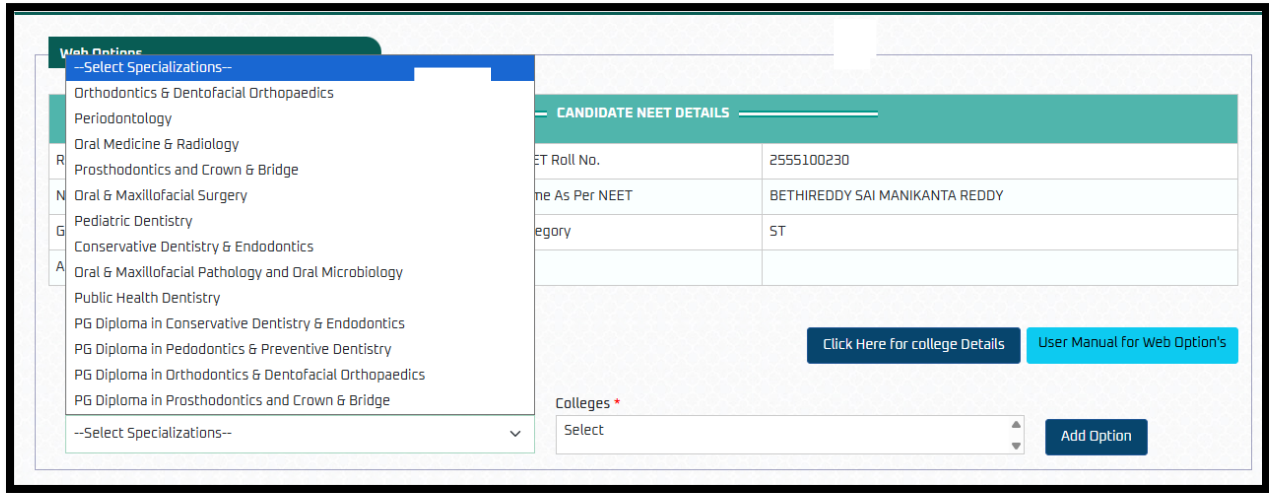


Figure 6: Add Search option

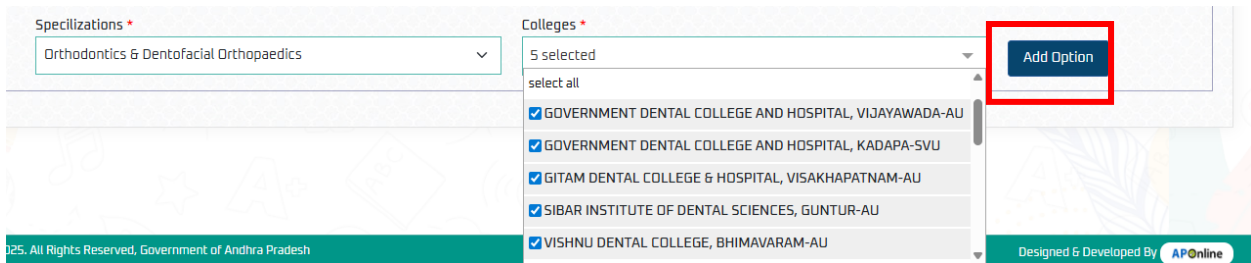


Figure 7: Add Button

- After adding a college in the priority list the added college will be disappeared in the list of colleges in the left side.
- And displayed in the right side of the web options screen as priority 1.
- The below pop up **Web option saved successfully and web option 2** will appeared once the web option is added to the priority list

CANDIDATE NEET DETAILS

Registration ID	PG25CQ12000041	NEET Roll No.	2555100230
NEET Rank	13568	Name As Per NEET	BETHIREDDY SAI MANIKANTA REDDY
Gender	MALE	Category	ST
Area	AU		

[Click Here for college Details](#)
[User Manual for Web Options](#)

Specializations *

Orthodontics & Dentofacial Orthopaedics

Colleges *

ST. JOSEPH DENTAL COLLEGE, ELURU-AU

Add Option

Option	Specialization	College Name	Action
1	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, VIJAYAWADA-AU	
2	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, KADAPA-SVU	
3	Orthodontics & Dentofacial Orthopaedics	GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU	
4	Orthodontics & Dentofacial Orthopaedics	SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU	
5	Orthodontics & Dentofacial Orthopaedics	VISHNU DENTAL COLLEGE, BHIMAVARAM-AU	

Save

Watch Recorded Video

✓

User Alert!

Web Options Added successfully!

✕

Figure 8: Add web option to priority list

- **Save button** is enabled after adding at least one college in the priority list

Option	Specialization	College Name	Action
1	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, VIJAYAWADA-AU	
2	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, KADAPA-SVU	
3	Orthodontics & Dentofacial Orthopaedics	GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU	
4	Orthodontics & Dentofacial Orthopaedics	SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU	
5	Orthodontics & Dentofacial Orthopaedics	VISHNU DENTAL COLLEGE, BHIMAVARAM-AU	
6	Orthodontics & Dentofacial Orthopaedics	ST. JOSEPH DENTAL COLLEGE, ELURU-AU	

Save

Watch Recorded Video

Figure 9 : Web option priority list

Save

Print

Watch Recorded Video

Figure 10: Save options

Re- arrange the priority list

Note: Drag & Drop the web options to rearrange the priorities

- Candidate can drag and drop the colleges to change the priorities /rearrange the priority list.

- Candidate can check the priority list before saving the web options

Option	Specilization	College Name	Action
1	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, VIJAYAWADA-AU	
2	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, KADAPA-SVU	
3	Orthodontics & Dentofacial Orthopaedics	GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU	
4	Orthodontics & Dentofacial Orthopaedics	SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU	
5	Orthodontics & Dentofacial Orthopaedics	VISHNU DENTAL COLLEGE, BHIMAVARAM-AU	
6	Orthodontics & Dentofacial Orthopaedics	ST. JOSEPH DENTAL COLLEGE, ELURU-AU	

Figure 11 : before Rearranging web options

Option	Specilization	College Name	Action
1	Orthodontics & Dentofacial Orthopaedics	SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU	
2	Orthodontics & Dentofacial Orthopaedics	ST. JOSEPH DENTAL COLLEGE, ELURU-AU	
3	Orthodontics & Dentofacial Orthopaedics	GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU	
4	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, KADAPA-SVU	
5	Orthodontics & Dentofacial Orthopaedics	VISHNU DENTAL COLLEGE, BHIMAVARAM-AU	
6	Orthodontics & Dentofacial Orthopaedics	GOVERNMENT DENTAL COLLEGE AND HOSPITAL, VIJAYAWADA-AU	

Figure 12 : After Rearranging web options

Save Web options

- Candidate should click on the save button and click on Ok for the below confirmation alert will be displayed.

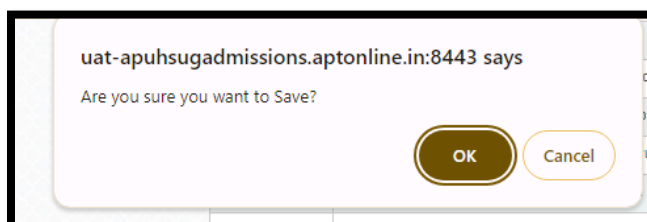


Figure 13 : Confirmation alert

- Enter valid OTP sent to registered mobile number to save the web options.

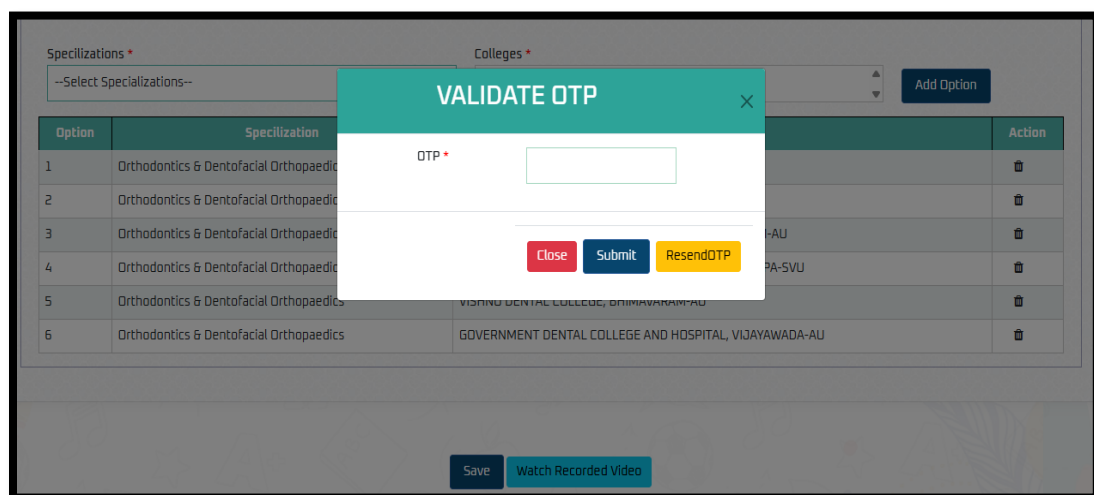


Figure 14 : OTP Authentication

Print Web options

- After saving the web options successfully print button will be enabled.
- Click on print to download the web options list with saved and list modified time stamps

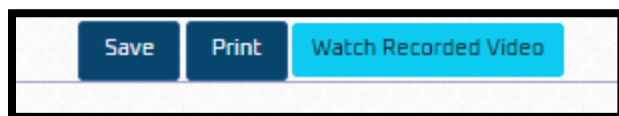


Figure 15: Print option

Print Pdf

- Click on the PRINT option to view the Print of exercised web options.

Note:

- The candidate can login at any point of time after submission of web options and the rearrange the priority list before the cutoff date.
- The latest saved web options are considered for allotment of seat.

=====END OF DOCUMENT=====