



**DR. N.T.R UNIVERSITY OF HEALTH SCIENCES**

Government Of Andhra Pradesh

**User Manual**

**For**

**Dr. NTR UHS – Admission into PG  
MDS Course (Degree/Diploma)  
Under Management Quota 2025-26**

**Web Options**

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## Table of Contents

|                                                    |   |
|----------------------------------------------------|---|
| 1 INTRODUCTION.....                                | 3 |
| 1.1 ABOUT Dr. NTR UHS: .....                       | 3 |
| 1.2 OBJECTIVES .....                               | 3 |
| 1.3 SCOPE .....                                    | 3 |
| 2 SOFTWARE AND TECHNOLOGIES.....                   | 3 |
| 3 PROCESS FLOW .....                               | 4 |
| 3.1 Login.....                                     | 4 |
| 3.2 Web Option Submission (One time Option): ..... | 5 |
| • Add Web options:.....                            | 6 |
| • Re- arrange the priority list .....              | 8 |
| • Save Web options.....                            | 8 |
| • Print Web options .....                          | 9 |

## Tables

|                                          |   |
|------------------------------------------|---|
| TABLE 1: SOFTWARE AND TECHNOLOGIES ..... | 3 |
|------------------------------------------|---|

## Figures

|                                                  |   |
|--------------------------------------------------|---|
| FIGURE 1: LOGIN PAGE – LINK .....                | 4 |
| FIGURE 2: LOGIN PAGE – LOGIN .....               | 4 |
| FIGURE 3: WEB OPTION SUBMISSION – LINK .....     | 5 |
| FIGURE 4: CANDIDATE NEET DETAILS .....           | 5 |
| FIGURE 5 : WATCH RECORDED VIDEO.....             | 5 |
| FIGURE 6: ADD WEB OPTIONS .....                  | 6 |
| FIGURE 7: ADD BUTTON.....                        | 6 |
| FIGURE 8: ADD WEB OPTION TO PRIORITY LIST.....   | 7 |
| FIGURE 9 : WEB OPTION PRIORITY LIST .....        | 7 |
| FIGURE 10: SAVE OPTIONS.....                     | 7 |
| FIGURE 11 : BEFORE REARRANGING WEB OPTIONS ..... | 8 |
| FIGURE 12 : AFTER REARRANGING WEB OPTIONS .....  | 8 |
| FIGURE 13 : CONFIRMATION ALERT .....             | 8 |
| FIGURE 14 : OTP AUTHENTICATION.....              | 9 |
| FIGURE 15: PRINT OPTION .....                    | 9 |

## 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 One time web options for MBBS 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.

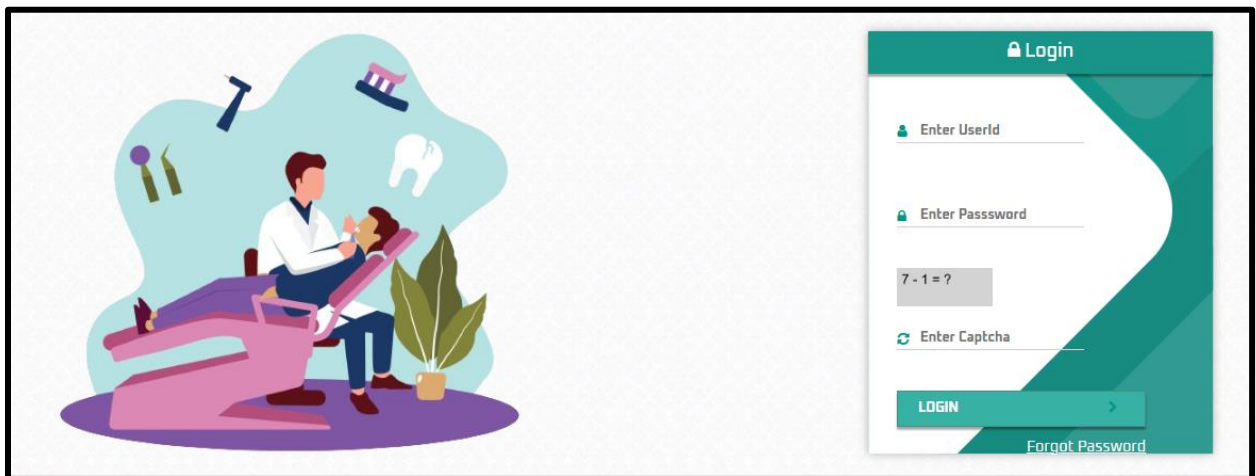


Figure 2: Login Page – Login

### 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 MDS MQ 2025 and User Manual are displayed

The screenshot shows the 'Web Options' page with a teal header. Below the header is a table titled 'CANDIDATE NEET DETAILS'.

| CANDIDATE NEET DETAILS |                |                  |                     |
|------------------------|----------------|------------------|---------------------|
| Registration ID        | PG24CQ11000016 | NEET Roll No.    | 24661069111         |
| NEET Rank              | 7312           | Name As Per NEET | GAJULAPALLE MADHURI |
| Gender                 | Female         | Category         | OC                  |
| Area                   | SVU            | Service          | No                  |

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

| <div> Quota *<br/>--Select Quota-- </div> <div> Specializations *<br/>Select </div> <div> Colleges *<br/>Select </div> <div>Add Option</div> |       |                                   |                                                                         |                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------|-------|-----------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| Option                                                                                                                                       | Quota | Branch Name                       | College Name                                                            | Action                                                                              |
| 1                                                                                                                                            | S1    | Periodontology                    | ANIL NEERUKONDA INSTITUTE OF DENTAL SCIENCES, VISAKHAPATNAM-AU          |  |
| 2                                                                                                                                            | S1    | Oral Medicine & Radiology         | GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU                       |  |
| 3                                                                                                                                            | S1    | Oral Medicine & Radiology         | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 4                                                                                                                                            | S1    | Oral Medicine & Radiology         | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |  |
| 5                                                                                                                                            | S1    | Oral Medicine & Radiology         | ST. JOSEPH DENTAL COLLEGE, ELURU-AU                                     |  |
| 6                                                                                                                                            | S1    | Oral Medicine & Radiology         | CKS THEJA INSTITUTE OF DENTAL SCIENCES & RESEARCH, TIRUPATI-SVU         |  |
| 7                                                                                                                                            | S1    | Oral Medicine & Radiology         | NARAYANA DENTAL COLLEGE & HOSPITAL, NELLORE-SVU                         |  |
| 8                                                                                                                                            | S1    | Oral Medicine & Radiology         | LENORA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 9                                                                                                                                            | S1    | Prosthodontics and Crown & Bridge | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 10                                                                                                                                           | S1    | Oral & Maxillofacial Surgery      | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |  |
| 11                                                                                                                                           | S1    | Oral & Maxillofacial Surgery      | DRS.SUDHA AND NAGESWARA RAO INSTITUTE OF DENTAL SCIENCES, GANNAVARAM-AU |  |
| 12                                                                                                                                           | S1    | Oral & Maxillofacial Surgery      | LENORA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |

Figure 6: Add Search option

| <div> Quota *<br/>S1 </div> <div> Specializations *<br/>Oral Medicine &amp; Radiology </div> <div> Colleges *<br/>4 selected </div> <div>Add Option</div> |       |                                   |                                                                         |                                                                                       |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-----------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Option                                                                                                                                                    | Quota | Branch Name                       | College Name                                                            | Action                                                                                |
| 1                                                                                                                                                         | S1    | Periodontology                    | ANIL NEERUKONDA INSTITUTE OF DENTAL SCIENCES, VISAKHAPATNAM-AU          |  |
| 2                                                                                                                                                         | S1    | Oral Medicine & Radiology         | NARAYANA DENTAL COLLEGE & HOSPITAL, NELLORE-SVU                         |  |
| 3                                                                                                                                                         | S1    | Oral Medicine & Radiology         | LENORA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 4                                                                                                                                                         | S1    | Prosthodontics and Crown & Bridge | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 5                                                                                                                                                         | S1    | Oral & Maxillofacial Surgery      | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |  |
| 6                                                                                                                                                         | S1    | Oral & Maxillofacial Surgery      | DRS.SUDHA AND NAGESWARA RAO INSTITUTE OF DENTAL SCIENCES, GANNAVARAM-AU |  |
| 7                                                                                                                                                         | S1    | Oral & Maxillofacial Surgery      | LENORA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 8                                                                                                                                                         | S1    | Public Health Dentistry           | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |

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

Dashboard Services Ticket (Grievance)

**User Alert!**  
Web Options Added successfully!

Web Options

Specializations\* MD (Anaesthesiology) Colleges\* Government Medical College, Anantapur -SVU Add Option

| Option | Specialization                            | College Name                                                     | Action |
|--------|-------------------------------------------|------------------------------------------------------------------|--------|
| 1      | MD (Anaesthesiology)                      | ACSR Government Medical College, Nellore-SVU                     |        |
| 2      | MD (Anaesthesiology)                      | Andhra Medical College, Vishakhapatnam -AU                       |        |
| 3      | MD (Anaesthesiology)                      | Apollo Institute of Medical Sciences and Research, Chittoor -SVU |        |
| 4      | MD (Anaesthesiology)                      | Alluri Seetharama Raju Academy of Medical Sciences, Eluru -AU    |        |
| 5      | MD (Anaesthesiology)                      | Great Eastern Medical School and Hospital, Srikakulam -AU        |        |
| 6      | MD (Dermatology, Venereology and Leprosy) | Andhra Medical College, Vishakhapatnam -AU                       |        |
| 7      | MD (Dermatology, Venereology and Leprosy) | Apollo Institute of Medical Sciences and Research, Chittoor -SVU |        |
| 8      | MD (Dermatology, Venereology and Leprosy) | Alluri Seetharama Raju Academy of Medical Sciences, Eluru -AU    |        |
| 9      | MD (Dermatology, Venereology and Leprosy) | Fathima Institute of Medical Sciences, Kadapa -SVU               |        |

Figure 8: Add web option to priority list

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

Quota\* --Select Quota-- Specializations\* Select Colleges\* Select Add Option

| Option | Quota | Branch Name                                           | College Name                                                            | Action |
|--------|-------|-------------------------------------------------------|-------------------------------------------------------------------------|--------|
| 1      | S1    | Periodontology                                        | ANIL NEERUKONDA INSTITUTE OF DENTAL SCIENCES, VISAKHAPATNAM-AU          |        |
| 2      | S1    | Oral Medicine & Radiology                             | NARAYANA DENTAL COLLEGE & HOSPITAL, NELLORE-SVU                         |        |
| 3      | S1    | Oral Medicine & Radiology                             | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |        |
| 4      | S1    | Prosthodontics and Crown & Bridge                     | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |        |
| 5      | S1    | Oral & Maxillofacial Surgery                          | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |        |
| 6      | S1    | Oral & Maxillofacial Surgery                          | DRS.SUDHA AND NAGESWARA RAD INSTITUTE OF DENTAL SCIENCES, GANNAVARAM-AU |        |
| 7      | S1    | Oral & Maxillofacial Surgery                          | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |        |
| 8      | S1    | Public Health Dentistry                               | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |        |
| 9      | S1    | PG Diploma in Orthodontics & Dentofacial Orthopaedics | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |        |
| 10     | S1    | PG Diploma in Prosthodontics and Crown & Bridge       | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |        |
| 11     | S1    | Orthodontics & Dentofacial Orthopaedics               | GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU                       |        |
| 12     | S1    | Orthodontics & Dentofacial Orthopaedics               | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |        |

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 | Quota | Branch Name                                           | College Name                                                            | Action                                                                              |
|--------|-------|-------------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1      | S1    | Periodontology                                        | ANIL NEERUKONDA INSTITUTE OF DENTAL SCIENCES, VISAKHAPATNAM-AU          |  |
| 2      | S1    | Oral Medicine & Radiology                             | NARAYANA DENTAL COLLEGE & HOSPITAL, NELLORE-SVU                         |  |
| 3      | S1    | Oral Medicine & Radiology                             | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 4      | S1    | Prosthodontics and Crown & Bridge                     | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 5      | S1    | Oral & Maxillofacial Surgery                          | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |  |
| 6      | S1    | Oral & Maxillofacial Surgery                          | DRS.SUDHA AND NAGESWARA RAO INSTITUTE OF DENTAL SCIENCES, GANNAVARAM-AU |  |
| 7      | S1    | Oral & Maxillofacial Surgery                          | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 8      | S1    | Public Health Dentistry                               | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 9      | S1    | PG Diploma in Orthodontics & Dentofacial Orthopaedics | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 10     | S1    | PG Diploma in Prosthodontics and Crown & Bridge       | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 11     | S1    | Orthodontics & Dentofacial Orthopaedics               | GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-AU                       |  |
| 12     | S1    | Orthodontics & Dentofacial Orthopaedics               | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |

Figure 11 : before Rearranging web options

| Option | Quota | Branch Name                                           | College Name                                                            | Action                                                                                |
|--------|-------|-------------------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 1      | S1    | Oral Medicine & Radiology                             | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |    |
| 2      | S1    | PG Diploma in Prosthodontics and Crown & Bridge       | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 3      | S1    | Oral & Maxillofacial Surgery                          | DRS.SUDHA AND NAGESWARA RAO INSTITUTE OF DENTAL SCIENCES, GANNAVARAM-AU |  |
| 4      | S1    | Oral & Maxillofacial Surgery                          | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 5      | S1    | Public Health Dentistry                               | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 6      | S1    | Oral Medicine & Radiology                             | NARAYANA DENTAL COLLEGE & HOSPITAL, NELLORE-SVU                         |  |
| 7      | S1    | Prosthodontics and Crown & Bridge                     | SIBAR INSTITUTE OF DENTAL SCIENCES, GUNTUR-AU                           |  |
| 8      | S1    | PG Diploma in Orthodontics & Dentofacial Orthopaedics | LENDRA INSTITUTE OF DENTAL SCIENCES, RAJAMAHENDRAVARAM-AU               |  |
| 9      | S1    | Oral & Maxillofacial Surgery                          | VISHNU DENTAL COLLEGE, BHIMAVARAM-AU                                    |  |
| 10     | S1    | Periodontology                                        | ANIL NEERUKONDA INSTITUTE OF DENTAL SCIENCES, VISAKHAPATNAM-AU          |  |
| 11     | S1    | Orthodontics & Dentofacial Orthopaedics               | GITAM DENTAL COLLEGE & HOSPITAL, VISAKHAPATNAM-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.

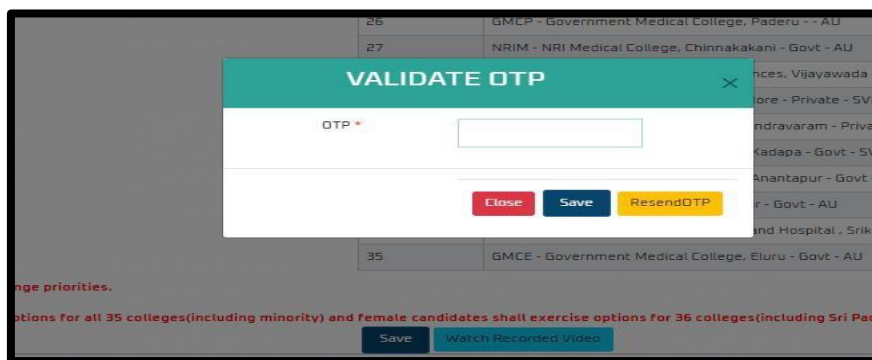


Figure 14 : OTP Authentication

### **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

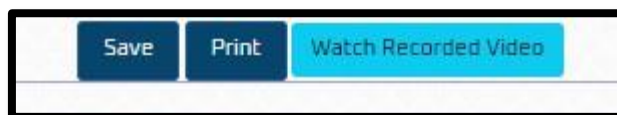


Figure 15: Print option

### **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=====