Instructions to Candidates

Please ensure that you meet all the eligibility criteria specified in the full Advertisement before you start filling up the ONLINE Application.

1. **Apply New :** Apply **Online** and take two printout of "RECEIPT OF APPLICATION FORM"

2. After successful submission of application form you will receive a text message in your given mobile number mentioning User ID & Password.

3. **Login :** Login with your User Id & Password.

4. After login, pay Application Fees via Online process.

5. **Upload :** Applicants are required to upload scanned copy of their recent **Passport size photograph** (jpeg/jpg file format; width 120 pixel x height 160 pixel; size not more then 600Kb), **full Signature** (jpeg/jpg file format; width 160 pixel x height 60 pixel; size not more then 500Kb) and scanned copy of **Voter Card/ Aadhaar Card/ Passport** (any one) as photo identity & address proof (jpeg/jpg file format; width 120 pixel x height 160 pixel; size not more then 600Kb) within the stipulated space & size.

   ❖ Candidate shall apply for any post or more than one post, if eligibility criteria is fulfilled.

   ❖ **A valid/active Mobile Number and e-mail ID** with validity for a minimum period of one year is a must. Only this email ID and Mobile No will be considered for all **future correspondences.**

   ❖ An application once **finally submitted**, cannot be changed or edited.

   ❖ After registration, user gets a unique **"Registration/Application No."** for future reference.

   ❖ See the details advertisement for **opening and closing date of online application.**

   ❖ General Grounds **of Rejection of Application**

   a. Any application form, which does not fulfill the eligibility criteria for the particular post shall be rejected.

   b. Any application form, without the signature, photograph & identity proof of the applicant shall be rejected.

   c. Any application form, which is incomplete in nature shall be rejected.

   d. Any application form, without the unique registration number shall be rejected.

   e. Application form received other than online shall be rejected.

6. **Admit Card Generation :**

   a. The applicant will have to generate the Admit Card by entering his/her auto generated "Registration/Application No." to the website:" www.jalpaigurihealth.com". Date of generating admit card will be informed later by SMS/Email.

   b. After Generation of Admit Card, a print out is to be taken

7. Candidate without Admit Card and any photo identity proof (viz. EPIC, PAN card, Passport, UID (AADHAR CARD), Admit Card or equivalent document with photograph/Driving License/Bank Passbook containing photograph of the candidate/any other photo Identity Card issued by the competent Govt. Authority) shall not be allowed to enter the examination hall/Interview.