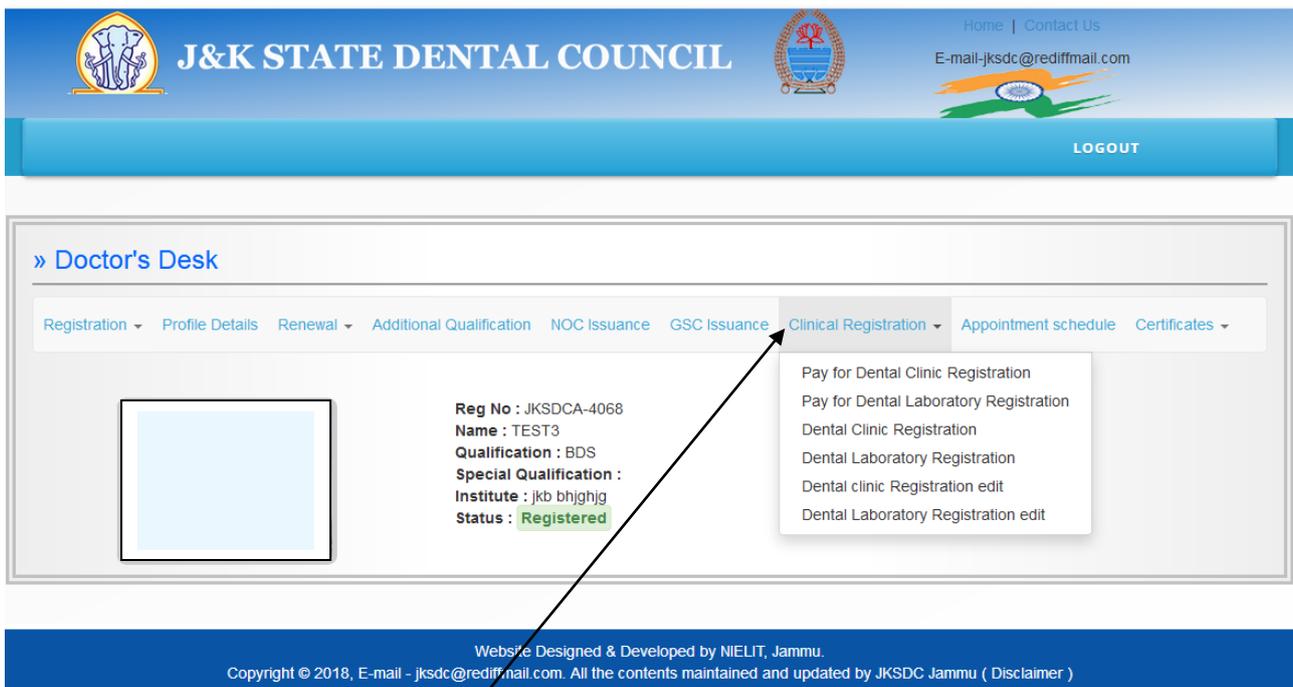


User Guidelines for working on JKSDC web site

The Registrations and Renewals for **Dental Clinics, Dental Lab and X-Ray Units**:-

For Registration and Renewal of Dental Clinic, Dental Lab or X-Ray Units, user can login with its username and password already created during Doctor Registration

1. Type the URL for J&K Dental Council web portal as www.jksdc.in in the web browser.
2. Select **Registration** and then **Login**
3. Fill the username and the password
4. Press **Login** button.
5. After successful Login following screen will appear



For Dental Clinic Registration follow following steps:-

Steps

1. Go to Clinical Registration Menu
2. Select Pay for **Dental Clinic Registration**
3. Following screen will be shown

LOGOUT

» Dental Clinic Registration << Back To Doctor Desk

Registration No.

Apply Registration Type

Apply For Locality

Fee to be paid Label

SUBMIT

4. Fill up the Form and press **Submit** Button
5. Press Proceed for Payment and following screen will be shown



Total Amount: Rs. 5074.86 Transaction ID: 8c56f434a3d93bb4eb10

Transaction Amount: Rs. 5000.00
 Convenience Fee* : Rs. 63.44
 GST (On Convenience Fee) : Rs. 11.42

**Non refundable. Indicative amounts only.
Please check exact amount on bank page.*

Choose a payment method

Credit Card

Debit Card

Net Banking

Card Type VISA MasterCard

Card Number

Name on Card

CVV Number What is CVV number?

Expiry Date

Note: In the next step you will be redirected to your bank's website to verify yourself.

Pay Now

6. Choose Payment method & Fill up the Payment details and press Pay Now button
7. Payment Receipt will be generated.
8. Go to Clinical Registration menu
9. Select Pay Clinical Registration, it will open following Registration Form

Registration Type*	Clireg
Name of the Clinic/Lab*	
Name of the Dentists*	TEST3
State Dental Council Regn. No.*	JKSDCA-4068
Qualification*	BDS
Year of Passing*	11/1/2018 12:00:00 AM
Residential Address*	jg hj jh hjg jg jg
Select District*	--Select District--

Clinic Address*	
Clinic Telephone No.*	
Consultation Hours*	
Description of Clinic*	
Main Operatory*	
Waiting Room*	
Unit type*	Owned

Documents in (.pdf format)

Upload Document*	<input type="button" value="Browse..."/> No file selected.
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NEXT

10. Fill all the necessary details and Press Next Button and following screen will be shown

List of Equipments for CliReg

Sno.	Equipment Name
1	<input type="text"/>

List of Instruments

Sno.	Instrument Name
1	<input type="text"/>

List of Material

Sno.	Material Name
1	<input type="text"/>

List of Auxiliary Staff

Sno.	Employee Name	Designation
1	<input type="text"/>	<input type="text"/>

Back NEXT

11. Press Next after filling the form, following form will be opened

Upload Documents in (.pdf format)

Registration Certificate* No file selected.

Renewal Slip No file selected.

Sketch* No file selected.

Clinic/Lab Map* No file selected.

Affidavit* No file selected.

Back Submit

12. After selecting all the mandatory documents, press Submit Button.
13. Now Fix the appointment for document verification by selecting Appointment for Unit Registration under Appointment Schedule Menu

Similarly proceed for other Registrations like Lab and X-Ray Units

-----THANKS-----