

**Office of the Chairman, Common Counseling Board 2025,
Rajasthan University of Health Sciences, Jaipur**

**RUHS PG courses and Post Basic B.Sc Nursing Course
Counseling/ Admissions 2025**

**Guidelines for Choice filling
(Round 1)**

**M.Sc Nursing / M.Sc (Med) / Master of Public Health /
M.Sc. Radiotherapy Technology /
P.G. Diploma in Perfusion Technology /
Post Basic B.Sc Nursing**

**[in continuation to RUHS admission notification no. 11608, dated 30.06.2025
and subsequent notification(s)]**

27.08.2025

Important

Refer tentative schedule for counseling / allotment 26.08.2025 for colleges affiliated to Rajasthan University of Health Sciences (RUHS), Jaipur or Marwar Medical University (MMU), Jodhpur for the following faculty course(s):

- 1. Faculty of Nursing**
 - a) M.Sc Nursing
 - b) Post Basic B.Sc. Nursing
- 2. Faculty of Medicine**
 - a) M.Sc (Med)
 - b) Master of Public Health (MPH)
- 3. Faculty of Paramedical**
 - a) M.Sc. Radiotherapy Technology
 - b) P.G. Diploma in Perfusion Technology

Ensure eligibility as per the information available in the Information Brochure.

Important

The Common Counseling Board 2025 will not be responsible for any consequences arising out of sharing OTP / misuse of your OTP. It is your responsibility to maintain confidentiality of your OTP. Sharing of your OTP can result in its misuse by somebody else, leading to even exclusion of a genuine candidate from the allotment process.

Guidelines for Choice filling

Note: Choice filling is not required for M.Sc. Radiotherapy Technology / P.G. Diploma in Perfusion Technology.

Fill/Edit Choice

Register for Counselling by authenticating via OTP. In this step, you will be able to make corrections/ updations in the relevant fields, if required.

During the process, if applicable, you will be required to enter your **latest** issued category certificate details and also upload your **latest caste certificate** for consideration in the allotment process against your category. On cross-matching with the criteria, a message will be displayed on the screen based on the information filled by you: "Based on the filled Category certificate details, you are being provisionally considered for the allotment process against the Category and validity of the uploaded certificate will be verified at the time of joining at the allotted college." **OR** "Based on the filled Category certificate details, you are NOT being considered against Category allotment but will be considered against Open/General Category."

During the process, if applicable, you will be required to enter your **latest** issued EWS certificate details and also upload your **latest EWS certificate** for consideration in the allotment process against EWS category. On cross-matching with the criteria, a message will be displayed on the screen based on the information filled by you: "Based on the filled EWS certificate details, you are being provisionally considered for the allotment process against the EWS category and validity of the uploaded certificate will be verified at the time of joining at the allotted college." **OR** "Based on the filled EWS certificate details, you are NOT being considered against the EWS Category allotment but will be considered against Open/General Category."

Deposit non-refundable counseling fee of Rs. 1600/- (for M.Sc Nursing / M.Sc (Med) / MPH course) or Rs. 550/- (for Post Basic B.Sc. Nursing course) (by selecting the available payment options on-line at the RUHS website). After corrections, and completing the counseling fee payment successfully, you will be directed to the choice filling page automatically to fill up your choices.

Select colleges in order of your preference.

(You must choose minimum 1 choice/option. You may choose as many choices / options as you wish. There is no restriction for filling maximum number of choices. If you do not fill any choice, you will not be considered for the allotment process).

Now, you may shift colleges of your choice from left to right or right to left, as required. (i.e you may move from right to left, if you wish to delete a particular choice already added).

Select another faculty course (if you have paid counseling fee for the same) and follow the same steps to fill your choices.

In between, you may also select and fill and move choices among different faculty courses.

Modify your filled choices

You may change your order of preference by deleting choice(s) and then adding the fresh choices. You can use this option as many times as you wish before auto-locking.

You can modify / change your choices multiple times before the due date and time, after which all choices filled by you will be automatically locked. After auto-locking, you will not be allowed to make any modifications in choices filled by you. Therefore you are advised to fill and save your choices very carefully.

Declaration

A declaration will appear on the screen. Confirm on this Declaration: It is a must.

Declaration

I have gone through and understood the Instructions containing the conditions governing the allotment process. I shall abide by the applicable rules.

I am aware that during verification of documents at the time of reporting, if any discrepancy is detected including that in the original documents, then I may not be considered for allotment and liable for penal action.

I declare that I will not disclose or share the password with anybody. I understand that I am solely responsible for safeguarding my password and the Common Admissions Board is not responsible for misuse of my password.

I have checked all the choices filled by me and the order of preference. I am aware that after auto-locking on the due date and time, I will not be allowed to make any modifications in choices filled by me.

I will be liable to legal action and / or punishment as may be deemed fit by the RUHS in case it is found that I have furnished incorrect information or made false declaration regarding my eligibility at any stage or suppressed any information.

Confirm the declaration.

Print copy of the choices filled

After the last date of choice filling, you can print the choices filled by you alongwith the application form, by using the option 'Print final form'.

Print and keep the same along with your application form, for submission, when required.

Important

Each candidate shall join the allotted college and course within the time as mentioned in the allotment letter issued on-line. There is no provision of extension for joining date.

The allotment shall be cancelled if the allotted candidates do not join at the allotted college and deposit fees upto the stipulated date or whose particulars are found to be incorrect.

Round 1 allotted and not-joined/not-reported candidates will not be eligible to participate in round 2.

Round 1 allotted and joined candidates will be considered for upgradation in round 2.

Candidates not holding any seat at the end of round 2 will be eligible to participate in round 3.