





PMC Admissions

User Manual

PMC Admissions

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Admission Rule/Policy

The admission app allows the user to apply to different private medical institutes for MBBS and BDS. To access the application visit: https://pmc.almusnet.com

PMC	And the second	Need a new accou	nt? \cdots SIGN UP
		User Login (if you already have an account)	
	Pakistan Medical	Username*	_
	Commission	Password*	0
		Remember me	Forgot Password?

Applicants will perform the following steps to complete application submission. Their details are covered in the following sections:

- 1. Signup/Sign in
- 2. Local/ Foreign Applicant
- 3. My Profile
- 4. My Application
- 5. Application Fee
- 6. Application Processing



1. Sign up/Sign in

Click on the signup button, at top right corner of the login page to sign up as a new user.

DING	A CONTRACT OF THE OWNER	_	[Need a new account?	+ SIGN UP
		User	Login (if you already have an	account)	
	Pakistan Medical	User	rname*		
	Commission	Pass	word*		O
		R	Remember me	F	E LOGIN

Figure 1: 1) Sign up Button on Login Page

Click the signup button and enter your details to sign up. For Pakistani Users CNIC, B-FORM or NICOP Number can be used. The Entered Email will receive the verification Code. Click Next to proceed on the next step.





Figure 1: 2) Sign up Page

Signup using Mobile Number (For Pakistani Applicants only):

For Pakistani applicants, Signup can also be done using a mobile phone number or Email Address. Mobile Number entered in this case will receive the verification Code. Click Next to proceed on the next step.

- PMC	A CONTRACTOR OF THE SECOND	Creating new account Creating new account Account Details Cneter Full Name exactly as it appr Full Name*	ears on your official documents.	VerIncation
	Pakistan Medical Commission	Osama Ali National Identity* Pakistan • CNIC •	3740110010011 eg. 6110199999991 O Use Email Addres	s
		Mobile Number* 492 * 3335111 User Name *92335111111 You will use this User Name to Login Password* Password* Password must be 8 - 16 characters.	1111	× ×⊙

Figure 1: 3) Sign up with Phone Number



For Foreign applicants, Signup can be done using Passport Number. Verification code can only be received through email in this case. Click Next to proceed on the next step.

	Creating new account	
AND CAL CON	1	2
	Account Details	Verification
	Enter Full Name exactly as it appears on your of	ficial documents.
	Full Name *	
	Osama Ali	×
Pakistan Medical		
Commission	National Identity *	
Commission	Turkey • Passp • ABC3740	11001
	Use Mobile Number Sub Email* Ietsaskali@gmail.com adam.smith@gmail.com User Name Ietsaskali@gmail.com You will use this User Name to Login Peasword*	9 Email Address
	••••••	× 💿
	Password must be 8 - 16 characters.	
		NEXT >

Figure 1: 4) Sign up for Foreign Applicant

A pin code will be received on your Email/mobile number within 3-5 minutes. If no code is received, the "resend code" option can be clicked and a new code will be sent to the applicant.

PINIC		Creating n	Already have an account?	
	Pakistan Medical Commission	Cecount Detail We have	is e sent Pin Code to your Email (pmc.130@mailli Please enter Pin Code to create account. Enter Pin Code Here *****10** Please fill out this fiel Didn't get Pin Code? Resend Pin Code CREATE	2 Verification nator.com) d.



Sign in the application using your credentials after you have created your account. Enter username and password and click login to proceed.

PMC		Need a	new account? 😫 SIGN UP
Pak	kistan Medical Commission	User Login (if you already have an account) Username* letsaskali@gmail.com Password*	
			Forgot Password?

Figure 1: 5) Sign in page

2. Local/Foreign Applicant

As you sign in, you will have to choose, either the local applicant option or foreign applicant option. After which you will choose your test type and click the "start" button.

- Select the "local applicant" option if you have done your F-Sc/HSSC/A-level from Pakistan
- Select the "Foreign applicant" option if you are a foreign National and have completed your 12 year high school education/HSSC from outside Pakistan
- Select the "**Dual nationality**" option if you are a dual national and have completed your 12 year high school education/HSSC from outside Pakistan



()		Welcome Osama Ali
Welcome Osama Ali		
Welcome Osama Ali	Please specify your nationality	

Figure 2: 1) Local Applicant

On foreign applicant options there are two types of applications. First for Foreign National and Second for dual national. In both cases you can choose either MDCAT or SAT-II.

Local Applicant (A-Level/HSSC/F2 from Pakistan) Foreign Applicant (A-Level/HSSC/12 Grade from other Country) National of foreign country only MDCAT SAT II Dual Nationality holder Pakistani applicant	 Local Applicant (A-Level/HSSC/FSc from Pakistan) Foreign Applicant (A-Level/HSSC/12 Grade from other Country) National of foreign country only Dual Nationality holder Pakistani applicant MDCAT SAT II
--	--

Figure 2: 2) Foreign Applicant

3. My Profile

My Profile Section Contains: Personal Information, Father/Guardian details, Education details, Test Details (MDCAT or SAT II) and Attachments. After filling out your details. Click on the "save Button" on the top right corner to save your record. If marks are within the eligibility criteria, you will be able to proceed further to the "My Application" option.



T				Welcome Osama Ali
My Profile Incomplete profile needs your attention	My Application Complete profile to access the application	(i) Application Fee Fee is pending	Application Processing All updates of your application	
() You must provide the information of all Se	ections below to proceed the Admission Applicatio	n		SAVE
You are applying as a LOCAL National Applican	nt and selected test category is MDCAT		CHANGE	
Personal ()	O Biographical		0	
Father/Guardian	O Contact		9	
Test ()	Address		0	
Attachments	Citizenship		۲	

3.1 Personal

Fill out details required. Note that if your address is not based in Pakistan, please choose the "other" option under province/state. On pressing "other" a new text field will appear where you will manually enter city/state. If this does not apply to you, write "NA" in the text field.

(•				Welcome Ahmed khan
	My Profile Incomplete profile needs your attention	My Application Complete profile to access the application	Application Fee Fee is pending		Application Processing All updates of your application
]		Address Detail Address line 1, address line 2			
		City Islamabad	Country Austria	×·	
		Area/District Area	Province/State Other	× •	
		Other Province/State	-		
		Address Type Permanent	Same as Above		



3.2 Education

Education records can be entered based on the HSSC/FSC from any board or A-levels marks as per the IBCC equivalency certificate. For more information regarding the eligibility criteria refer to the FAQ's.

I							Welcome Osama Ali	2
My Profile Incomplete profile needs y	your attention	My Application Complete profile to access the application	i A F	Application Fee ee is pending	Applicat All update	ion Processing s of your application		
You are applying as a LOCA	AL National Applica	ant and selected test category is MDCAT			 Z 	CHANGE		^
Personal	\odot	C Education				©		- 1
Father/Guardian	 ⊘ 	Education Level HSSC/A-Level	Ŧ	Degree/Certificate Type HSSC (Pre Medical)	>	< •		
Test	0	Name of Institution Punjab College		Degree/Certificate Awarding Board FBISE, Islamabad	>	< -		
Attachments		Total Marks 1100	× •	Obtained Marks 1050				
		Percentage						
		95.45						
		3						

Figure 3.1: Education Section

3.3 Test (MDCAT/SAT-II)

3.3.1 MDCAT

MDCAT results are automatically fetched by the portal based on the Roll Number entered. Given that the Roll Number is valid against the given CNIC/PASSPORT/B-FORM/NICOP number.



My Profile Incomplete profile needs your attention	My Application Complete profile to access the application	Application Fee Fee is pending	Application Processing All updates of your application
You are applying as a LOCAL National Applic	ant and selected test category is MDCAT		
Personal 🔗	C Test		•
Father/Guardian	No result found against your Roll number and CN	VIC/Passport	
Education	Test Name MDCAT	Roll Number - 1234567	
Attachments	Total Marks	Obtained Marks	
	Scaled Total Marks	Continue (1981)	
	100	Scaled Obtained Marks	

Figure 3.2: Test Section based on MDCAT

3.3.2 SAT-II

SAT-II Result can be entered manually. Email address used for SAT-II is mandatory and obtained marks for following SAT-II components are to be entered.

- Biology
- Chemistry
- Physics/Math

I					Welcome Osama Ali
My Profile Incomplete profile needs you	ur attention	My Application Complete profile to access the application	Application Fee Fee is pending	Application Processing All updates of your application	
Personal	\bigcirc	🕑 Test		0	•
Father/Guardian	\bigcirc	For PMC to verify your SAT II scores, have	your official test scores submitted direc	tly to PMC by the	
Education	\bigotimes	testing agency (ETS) on your behalf. The co	ollege code for reporting SAT scores to P	MC is 9095.	
		Test Name	SAT II Email		
Test	\checkmark	SALII	etsaskan@gmail.com		
Attachments	•	Total Marks 2400	Obtained Marks 2100		
		Scaled Total Marks 100	Scaled Obtained Marks 87.50		
		Test Component Name	Total Marks		
		Biology	▼ 800		
		Obtained Marks			
		700			•

Figure 3.3: Test Section based on SAT



3.4 Attachments

Scanned copies of original documents are to be uploaded as per requirements by PMC. To verify the uploaded document, it can be viewed by downloading it. In the case that a wrong document was uploaded, re-uploading the document will replace the previous one.

After the attachments are uploaded. Click on the Save Button on the top right corner to save the information and proceed to the next step of the process.

T					Welcome Osama Ali
My Profile Incomplete profile needs you	rattention	My Application Complete profile to access the application	Application Fee Fee is pending	Application Processing All updates of your application	
You must provide the info	ormation of all Se	ections below to proceed the Admission Application			SAVE
You are applying as a FOREIG	N National Appli	cant and selected test category is SAT II		🖍 CHANGE	
Personal	0	Attachments		0	
Father/Guardian Education	0 0	Document Type CNIC / Passport	🗸 🛷 💽 Document Attached	*	
Test Attachments	© 0	Document Type HSSC/A Level Equivalency	V S Document Attached	<u>•</u>	
		Document Type SAT II Result	🗸 🛷 🛐 Document Attached	*	

Figure 3.4: Attachments

4. My Application

My Application Section is the requested application made by the applicant to the PMC, for admission. Top Left of the page displays the applicant number.

Applicant will save the application, once all the requirements are completed the submit button will be enabled. Application can be reviewed using the PREVIEW button after saving as well.



lcome Osama Ali
SAVE SUBMIT

Figure 4.1: My Application

4.1 Program & College Section

Click on the "+ Select Colleges" button to view the list of colleges.

				Welcome Osama Ali
My Profile Complete information is provided	My Application Incomplete application, need your attention!	Application Fee Fee is pending	Application Processing All updates of your application	
0000010070 Draft Last updated on Dec 07, 202	20 @ 12:26:15 AM			
Program & College Selection 🥝	Medical		۲	
Undertaking 🚺	Abwa Medical College Punjab		٥	
	Aga Khan University Medical College Sindh		٥	
	💟 Dental		0	
		SELECT COLLEGES		



At least one college is to be selected from the list. The buttons on the right will allow you to segment the list of colleges based on provinces. Press the "done" button on the top right to proceed.

Colleges for Selection			CANCEL V DONE
Medical College	Province		T Filter Colleges
Abwa Medical College	Punjab	Â	College Name
Akhtar Saeed Medical & Dental College	Punjab		
Al Aleem Medical College	Punjab		Province
Al-Nafees Medical College	Punjab	t⊋	AJK
Amna Inayat Medical College	Punjab		Khyber Pakhtunkhwa
Avicenna Medical College	Punjab		V Punjab
Aziz Fatimah Medical & Dental College	Punjab		Sindh
Azra Naheed Medical College	Punjab		
Bakhtawar Amin Medical & Dental College	Punjab		
Central Parks Medical College	Punjab		
CMH Institute of Medical Sciences	Punjab		

Figure 4.2: Program and College Selection

To remove any college selection please click on the Button in front of College name.

4.2 Undertaking

Undertaking is Compulsory to be marked. Read carefully and mark the undertaking. Then Save the Application then Submit to proceed to the Application Fee Section. Once you submit the Application it cannot be edited.



T				Welcome Osama Ali
My Profile Complete information is provided	My Application Incomplete application, need your attention!	i Application Fee Fee is pending	Application Processing All updates of your application	
1 Please provide the information of all Se	ections below to Submit Admission Applicat	tion		PREVIEW SAVE SUBMIT
0000010070 Draft Last updated on 🛱 Dec 07, 2020	© 12:26:15 AM			
Program & College Selection 🥑	Southeast Contracting Contract			
Undertaking 📀	I hereby solemnly confirm and declare true and accurate and concealment of ineligible for merit placement and adu information or document is found inco the right to cancel my admission at an	e that the information provided by f fact or giving false information or mission and lead to ineligibility for a orrect after successful admission, t y stage.	me in this Application form is document shall make me pplying in the future. If any he admitting Institute shall have	

Figure 4.3: Undertaking



5. Application Fee

After submitting My Application, the applicant is required to pay the application fee. Print the fee bill by clicking the button 'Print Bill' and it can be submitted to any MCB branch.

T				Welcome Osama Ali
My Profile Complete information is provided	My Application The application is submitted	Application Fee Fee is pending	Application Processing All updates of your application	
You must pay the Application Fee a	ind upload the Fee Receipt as payment proof	to initiate the application processing	PREVIEW	1 UPLOAD RECEIPT
	0000010 Last update	0070 PMC Session 2020-21		
		0		
		Application Fee is not paid		
	Applica	tion will be considered for processing after application paid and receipt is uploaded	fee is	
	Follow below 1. Down 2. Down	rsteps for Application Fee load Fee Bill		
	2. Depo 3. Uploa	d application fee receipt		

Figure 5.1: Application Fee: Print Bill

The user needs to follow these instructions:

- Download Fee Bill
- Deposit Fee in MCB Bank Branch
- Upload Application Fee Receipt

Once the Fee is paid and uploaded to the system, it will then require the verification through the Bank.



8					Welcome O	sama Ali 🙎
My Profile Complete information is provided	Wy Application The application is submitted	Application Fee Waiting for payment verification	Application Pr All updates of yo	rocessing ur application		
Fee Receipt is uploaded and waiting	g for Payment Verification from Bank			PREVIEW	1 UPLOAD RECEIPT	
	0000010	PMC Session 2020-21				
		A				
		Payment verification from bank is pending				
	Applic	ation will be considered for further processing after verification is recieved	bank			

Figure 5.2: On submission of receipt waiting for bank payment

6. Application Processing

Once the bank verifies the payment, "Application Processing" tab will be enabled. Your application is now in process. If there is any issue, PMC will reach out to you via Email or SMS.



Figure 5.3: Application Processing: Post Verification of Payment.