OARS PORTAL – Applying for a Program

For ONLINE applications, before beginning to register into the OARS Portal, make sure you have the following in hand

- A valid, actively used Email ID
- Soft copy of the candidate photo
- Online payment options (Netbanking, Credit/Debit Card)

After you have the above handy with you, proceed to register into the OARS portal.

Click here to begin registering into the OARS Portal.
Detailed Instructions to help you with OARS Portal Registration is given below:

1. A Valid Email ID is required for registering to OARS portal (If you do not have an Email ID, we recommend you create a free email account using Gmail).

2) Enter your Full Name, Email ID, Code and click "Register" button – The password to OARS portal will be sent to the Email ID that you provided.

3) Login to your email and check your Inbox (or Spam folder) for an Email from “Amrita Medical Admissions” – Copy the password text [IMPORTANT NOTE: Make sure you select ONLY the password and not blank spaces!] and follow the link back to the OARS portal.

4) Enter the OARS Portal with your Email ID and Password -> You will be able to view the Online Application form.

Read through the instructions carefully and click on the “Proceed to register” button at the bottom of the screen.

10) After entering the payment details, you will be directed to a page where you can view a Confirmation Sheet.

11) Check if the details shown in the Confirmation Sheet are correct and valid. If any errors are noticed, send an email to oars.help@gmail.com with your application number and the nature of error so that correction can be done and informed.

IMPORTANT NOTE: It is NOT necessary for candidates to print and send a hard copy of the confirmation sheet. Notification of “approval” of submitted online application and hall ticket releasing will be done via email and sms – it is requested that the candidates enter valid email id and mobile number so as to track the status of the application form. Hall tickets can be downloaded from the OARS portal itself and printout of the same can be taken and produced while appearing for the Entrance Exam. For programs that do not have entrance exam and where interviews are the mode of selection – the date and time of interview will be sent via email and sms.

You can check the Status of Application form (Not Approved; Approved; Hall Ticket Released) from the OARS Portal anytime during the application process. Good Luck!

Enter your name, valid, actively used email id as shown and the code displayed and click on “REGISTER”.

If the email provided is valid, you will get a confirmation message as shown below.
CHECK YOUR EMAIL to see if you received the Account Sign Up email from Amrita_Medical_Admissions.

IMPORTANT NOTE: Do NOT delete this email. You can change your password after logging in using the password given in this email, but if you are not changing it, you can always use this email to get the password. There is also a “FORGOT PASSWORD” link which can be used to get a new password sent to your email id.

Amrita OARS 2015 : Account Sign Up

pgadmissions@aims.amrita.edu

to me, oars.help

Dear Candidate,

You have successfully registered in the OARS portal.

Username : oarstestuser@gmail.com
Password : ~~~

Before proceeding to fill in the Online Application form, make sure you have the following ready:

1) Soft copy of recent (taken after 1st January 2015) passport size color photograph. Photograph should be taken in a white/light colored background. The image should be in JPEG format and also on a standard 4.5cm x 3.5 cm print. Maximum pixel resolution for JPEG: 640x480 (0.3 Mega pixel), Minimum pixel resolution for JPEG: 320x240

2) Payment option (Online Payment Gateway – Net Banking/Debit Card/Credit Card. Ensure that you have read through the website for payment option and are ready with it)

To proceed filling in the Online Application Form - Click on the link below or copy paste the link in a browser and hit enter

http://oars.amrita.edu:8080/AppForm/login/auth?applicationFormId=74

With Warm Regards,
Admission Coordinator, Amrita School of Medicine, Kochi – 682041,
Ph: 0484 – 285 8373 / 8374 / 8383,
Email: pgadmissions@aims.amrita.edu

Make sure you copy the password correctly without any extra spaces.

Click on the link provided here and use the user name/password in this email to login to the OARS Portal.
If you forget your password, use this link to get an automatic password sent to your email.

Instructions for filling application form

**Personal Details**

<table>
<thead>
<tr>
<th>Field</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candidate's Name</td>
<td></td>
</tr>
<tr>
<td>Sex Option</td>
<td>--Select--</td>
</tr>
<tr>
<td>Mother's Name</td>
<td></td>
</tr>
<tr>
<td>Father's Name</td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td>(Age as on 31-12-2015 - 30 years for MD/MS - Clinical Courses and No age limit)</td>
</tr>
<tr>
<td>Nationality</td>
<td>--Select--</td>
</tr>
<tr>
<td>State to which the</td>
<td>--Select--</td>
</tr>
<tr>
<td>Applicant belongs</td>
<td>--Select--</td>
</tr>
<tr>
<td>Gender</td>
<td>--Select--</td>
</tr>
<tr>
<td>Category</td>
<td>--Select--</td>
</tr>
</tbody>
</table>

Fill accurate information and all the mandatory fields as applicable.
IMPORTANT NOTE: If you click on “CONFIRM SUBMIT”, you will not be able to edit the information in the application form. You can always register with a new email id in to the OARS portal to re-fill a new application form.

Save the application form and review thoroughly BEFORE clicking on Submit & Proceed

Give a valid Mobile Number. SMS alerts will be sent to the mobile number given in this field

DECLARATION

I hereby declare that all particulars stated by me in this application are true and correct. If any information furnished by me is found to be false or distorted or if any information found to be suppressed to secure admission, I understand that I will be denied admission and if already admitted, my admission/degree acquired is liable to be cancelled without any claim or consideration. I have read the Terms & Conditions before filling the application form. I promise to abide by the rules and norms of discipline of the university, if I am admitted.

I Agree

You are about to Proceed to the next phase of Application processing

(1) Uploading Scanned Photograph
(2) Entering Payment Fee Details

If you have the above information ready with you, click on “Confirm Submit” to proceed. You will NOT be able to edit your application form details that you filled in the previous page if you continue. If you want to come back later to continue with the application processing, then click on “Submit Later”.

NOTE: The link to download Confirmation Sheet will be enabled ONLY after photograph and fee details are entered in the portal.

Confirm Submit  Submit Later
Pick the candidate's photo from the folder where it is saved. Make sure that the photo meets the specifications provided.

After browsing for a photo – you should see the file path name here. Click on Upload after this.
You can always logout and login again to upload photo. Without uploading a valid photo – payment details will not show up.

Make sure you see the photo clearly after Upload is given. Do NOT proceed if the photo is not clear. Cancel and get another photo and then proceed to the next step.

The image should be in JPEG format and also on a standard 4.5cm × 3.5 cm print resolution for JPEG: 320x240.

Proceed

Pay Online

Pay By
Net Banking
Credit Card
Debit Card

Banks which are not available for payment option are on account of maintenance activity being carried out. Regret the inconvenience.
Please note down the Transaction number and Bank Reference Number shown below for record purposes. You can take a screenshot of this page and keep it for your files as well.

<table>
<thead>
<tr>
<th>Transaction No:</th>
<th>134931670</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Reference No:</td>
<td>PG3112141114000355</td>
</tr>
<tr>
<td>Transaction Amount:</td>
<td></td>
</tr>
<tr>
<td>Transaction Date:</td>
<td>12/31/2014 11:14:59</td>
</tr>
<tr>
<td>Transaction Status:</td>
<td>Success</td>
</tr>
</tbody>
</table>

Select Entrance Examination Center

Exam Center: Pick the Exam Center of your choice from the drop down menu (if you see only one, it means there is only one exam center where the exam will be conducted)
APPLICATION SUCCESSFULLY SUBMITTED MESSAGE

You have submitted Online Application for Amrita Medical Admissions. Kindly note down your Application Number that is required for all future communication with us.

Your Application Number: '153014'

The processing of your Online Application Form will begin immediately after successful payment of the Application fee.

Notification of ‘approval’ of submitted online application and hall ticket releasing/interview intimation will be done via email and/or sms.

You can check the Status of Application form (Verified & Approved; Hall Ticket Released; Interview Intimation) from the OARS Portal anytime during the application process.

Click here to view your online application. You can download the confirmation sheet and save it for your records.

Make sure you have Adobe Reader in your computer to open the Confirmation Sheet

- You will also receive an email and sms about the successful completion of Application along with your application number
- All communication to the Admissions office will require your Application Number – Hence do not delete the emails that you receive!

APPLICATION NUMBER EMAIL

Amrita OARS 2015 : Application Number- 153014 - Dear Candidate, You

11:59 pm

Amrita OARS 2015 : Account Sign Up - Dear Candidate, You have success!
7:34 pm

Amrita OARS 2015 : Application Number- 153014

11:55 PM (10 minutes ago)

Dear Candidate,

You have successfully submitted the Online Application for Amrita Medical Admissions. Kindly note down your Application Number that is required for all future communication with us.

Your Application Number: 153014

The processing of Application form will begin immediately after proof of payment is received from Bank. You will receive a confirmation email and/or sms from us of approval of your application form. Kindly wait for the same.

With Warm Regards,

Admission Coordinator, Amrita School of Medicine, Kochi – 682041,
Ph: 0484 – 285 8373 / 8374 / 8383,
Email: pgadmissions@aims.amrita.edu
You have successfully submitted the application Online. You can download this and save it for your reference.

Make sure you have applied for the correct program

Check all the details in the confirmation sheet, if any mistake is found, contact the Admissions office with your application number and the nature of error.
OARS PORTAL – Check Status of Application Form

To ensure that candidates know what is happening with their submitted Application package, email updates and SMS will be sent to your registered email id and mobile number when the following action happens at the Admissions office. Hence it is imperative that you use an active/valid email id and mobile number while registering into the portal.

- Verification Complete
- Hall Ticket ready to be downloaded

Give atleast 2 weeks after submitting your application online to receive the below email!

**VERIFICATION COMPLETE MAIL:**

<table>
<thead>
<tr>
<th>Primary</th>
<th>Social</th>
<th>Promotions</th>
</tr>
</thead>
<tbody>
<tr>
<td>pgadmissions</td>
<td>Amrita OARS 2016 : Verification Completed - Dear Candidate, Kindly not</td>
<td></td>
</tr>
<tr>
<td>pgadmissions</td>
<td>Amrita OARS 2015 : Application Number - 153014 - Dear Candidate, You ha</td>
<td></td>
</tr>
<tr>
<td>pgadmissions</td>
<td>Amrita OARS 2015 : Account Sign Up - Dear Candidate, You have success!</td>
<td></td>
</tr>
</tbody>
</table>

**LOGIN TO OARS PORTAL WITH YOUR USER NAME/PASSWORD:**

Welcome OARS Test User

Your Application Number: 153014

Status of your Application: Payment Details verified. Kindly wait for release of Hall Ticket.
HALL TICKET READY TO BE DOWNLOADED MAIL:

Hall ticket can be downloaded from the OARS Portal – Alert mail as well as sms will be sent when Hall tickets are ready to be downloaded from the portal

LOGIN TO OARS PORTAL WITH YOUR USER NAME/PASSWORD:

Track your Application

Welcome OARS Test User

Your Application Number: 153014
Status of your Application: Hall Ticket Generation Completed.

- Make sure you have Adobe Reader installed in the computer
- Click on the pdf file to download your hall ticket
- Take a printout in a clean sheet of paper and bring it for your Exam

For any Technical help needed – send an email to oars.help@gmail.com

Good Luck!!!