

STEP BY STEP REGISTRATION GUIDE

Online Registration

The admission to various courses at St. John's College of Nursing is based on merit, entrance test and personal interview.

- Applicants seeking admission to any of the courses must register on the centralized Institutional admission web portal. <http://cmis.stjohns.in/applicantLogin.htm>

Step By Step Process

1. To Register online, an applicant must visit the URL:<http://cmis.stjohns.in/applicantLogin.htm>
The Applicants are advised to use the following internet browser.
 - Mozilla Firefox
 - Google Chrome
2. The Online Admission Application Portal of St. John's College of Nursing is accessible through the desktop/laptop.
3. As a first-time user, applicant shall create the user account by clicking on the “**Online Admission Application**” link.
4. All fields are mandatory in the primary registration form (See below).
5. Applicants who do not have a valid email-id must create an email-id before continuing. The applicant must also ensure that the email-id and password is kept handy for all future correspondence regarding admission process.

The image shows two side-by-side web forms. The left form is for registration, with a heading: "If you are applying for the first time, Please Fill Admission Registration Form Guidelines". It contains dropdown menus for "St. John's Bangalore", "-- Select Institute --", and "-- Select Course --". Below these are input fields for "First Name", "Middle Name", "Last Name", "Email Id", and "Mobile No - 10 digits". A CAPTCHA image with the text "cau0ths" is displayed, along with a "Refresh" button. A large blue "Register" button is at the bottom. The right form is for login, with a heading: "Once Successfully Registered Please Login with registered Email Id and password you've received on your Email ID/Mobile No to fill online Application form." It includes input fields for "Username" and "Password", a checkbox for "Remember me on this computer", a blue "Login" button, and a "Forgot password?" link.

6. Applicant shall enter the applicant's name as mentioned in Class X / XII Board marks card. For example, if your name is Raj Kumar Gupta, enter Raj as your first name, Kumar as your middle name and Gupta as your surname. If you do not have a middle name, leave the text box blank.
7. Enter your email-id. Henceforth this email-id will be your login-id and will also be used for admission purposes.
8. Applicant shall also provide a valid mobile phone number (10 digit number without any prefix, i.e. 0 or +91).

9. After entering all the details, enter the “Captcha” in the text box (which is case sensitive).
10. Before submitting the primary registration form, the applicant must ensure that all the details entered are correct. Finally click the “Register” button to create a new user account.
11. After registration, the applicant will receive a password on the registered mobile number, as well as registered email-id, which the candidate can use in future, to download the hall ticket / admit card. Any important announcements from the College will also be sent to the registered email-id.
12. After registration, the applicant will be redirected to the main admission application form and the applicant can start the online registration process.
13. In case the applicant has forgotten the password or wishes to reset it, the applicant can do so by clicking “Reset Password” button. The applicant will get OTP on the registered mobile number which the applicant can use to reset a new password.
14. The entire registration form is divided into nine tabs (sections/pages) and the applicant needs to enter details in each of the sections.
15. In the first section/screen, the applicant will have general instruction on filling the application form. The applicants must read the instructions carefully. To start the application form, the applicant has to click on “Save & Next”.

APPLICATION FORM

Application for Course- M.Sc. Nursing

1. GuideLines
2. Personal Information
3. Parent Detail
4. Eligibility Details
5. Other Details
6. Entrance Exam Detail
7. Department/ Shift Preferences
8. Work Experience
9. Payment details

Steps: » Following information is required to fill up the online application form :

- (1) Personal information.
- (2) Education details of qualifying exams.
- (3) Scanned copy of all mark-sheets of qualifying exams.
- (4) Scanned copy of other relevant documents.
- (5) Payment Details for Admission form

Step: 1 » Personal Information

Date of birth, Mobile No, Address, Caste, Category Details , Scanned Photo(Must be less than 340 kb,format-.jpg/.jpeg).

Step: 2 » Education details of Basic B. Sc/Post Basic B.Sc. Nursing

Year of Passing of Basic B. Sc/Post Basic B.Sc. Nursing should be carefully specified

Step: 3 » Upload Scanned Documents

All marks Sheets and certificates and other documents mentioned in the Document list.

Step: 4 » Payment details for admission form

Application form fee can ONLY be paid Online - By Credit / Debit card or by Net Banking.

To start the Application, Scroll down and click on Save & Next :-

Incase of any query regarding online Admission Application form, feel free to contact Admission Dept. : 080 4946 6029, 080 4946 6031 OR mail your query to : admission2018@stjohns.in

16. In the Second section/screen, the applicant needs to fill the “Personal Details” (as in the applicant’s marksheets/certificates).

- ➔ The applicant needs to choose the gender carefully.
- ➔ Passport size photograph of the applicant. The size of the photo should be 340KB (Ideal Dimension (150px * 200px)).
- ➔ The applicant shall enter the Date of Birth as it appears on the applicant’s class X certificate.
- ➔ The applicant may enter the Aadhaar Card Number, if available.
- ➔ The applicant shall select the Category (Catholic, Other Christian Denomination or Other Religion [Non Christian]).
- ➔ Selecting “SC/ST/OBC/General” from the drop-down menu is mandatory.
- ➔ Once the applicant clicks the “Save and Next” button, details are saved. At the end of each page, there are two buttons, namely “Previous” and “Save & Next”. If an applicant wishes to edit the previous information, then click on the “Previous” button and can change the earlier submitted information. In case the applicant is satisfied with the information entered, click on the “Save & Next” button to move to next screen.
- ➔ The applicant will not be allowed to move to the next screen until all the mandatory fields are entered by the applicant.

APPLICATION FORM

Application for Course- M.Sc. Nursing

1. GuideLines

2. Personal Information

3. Parent Detail

4. Eligibility Details

5. Other Details

6. Entrance Exam Detail

7. Department/ Shift Preferences

8. Work Experience

9. Payment details

Full Name:* Dhara Middle name/ Father's name Contractor

Name as it appears on Xth/ XIIth Marksheet/ Graduate Marksheet:* Dhara

Email:* bhavyank.c223@gmail.com

Mother's Name:* dipka

Blood group :* A+

Date of Birth:*

Age: 18

Place of Birth:* BANGALORE KARNATAKA

Upload Your Signature Here **Marital Status:*** Married

(Signature image should be 10-20 KB)
(Ideal dimensions 170px * 90px)

Gender:* Male Female Transgender **Mother Tongue:*** Hindi

Caste:* HINDU BRAHMIN **Sub-Caste:**

Residence Address/ Correspondence Address: KORAMANGALA 4TH BLOCK, NEAR BANK OF BARODA, BANGALORE, KARNATAKA - 380054.

Upload profile picture compulsory.
Size less than 340kb(format: .jpg, .jpeg, .png, .bmp)
(Ideal dimensions 150px * 200px)

17. In the third section/screen, the applicant needs to fill the “Parents / Legal Guardian Details”. The applicant needs to choose either Parent’s detail (Father and/or Mother) or the legal guardian’s detail (In case of religious sister or in case of demise of parents) to enter the information. The applicant must fill the name, contact number and the address of the parents / legal guardians in this tab.

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Details of Parents / Legal Guardian : *
 Father Mother Legal Guardian

Legal Guardian's Name: *
 DR RAMESH Middle Name
 PANCHAL

Legal Guardian's Email:

Legal Guardian's Mobile No.: *
 9714077966

Legal Guardian's Profession:

Annual Income: Residence Address: *
 MARUTHINAGAR, BANGALORE.

District: Taluka:

Village: Pincode:

Educational Qualification: Income Tax PAN No.:

Previous Save & Next

18. In the fourth section/page, the applicant needs to enter the “Academic Details” (as in the Applicant’s Certificates). Choose the eligibility (XII / Diploma / Graduation) from the selection and enter roll number as it appears on the admit card of the qualifying examination. Select the year of passing the qualifying exam from the drop-down menu and the result status. In case the result is not announced, choose the “Pursuing” option from the drop-down menu. On clicking “Save” button, a preview will be generated. The applicant can move to the next section/page by clicking on “Save & Next” button.

APPLICATION FORM
Application for Course- Computer Technology

1. GuideLines
2. Personal Information
3. Std. x
4. std. XII / Diploma
5. Graduation
6. Entrance Exam Detail
7. Payment details

Note: Make correct choice between Std.XII or Diploma. Alteration in choice is not allowed after data is saved.

Std. XII Diploma

Qualifying Status Completed Pursuing

Percent System Grade System

Marks: * 650 Out of: * 750 Grade: *
 Percentage 86.67 Equivalent percentage(%): *

Year of Passing: * 2008

Board: * MAHARASHTRA STATE BOARD

Seat No: * 15451215

Stream * Science

School / College Name: * Mahesh

Place: pune

Click save & next

Previous Save & Next

19. In the Sixth section/page, the applicant needs to click on the “Entrance exam button”. Then the date of the entrance exam will appear. Select the same and proceed.

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Application for Course- M.Sc. Nursing

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Add/ Edit Test Detail

| Sr no. | Test Name | Score | Percentage | Percentile | Normalized Score | Action |
|--------|---|-------|------------|------------|------------------|--------|
| 1 | College Computer Based Exam & Interview (SLOT : Wed, Jul 18, 2018 09:00 AM) | | | | | |

Previous Save & Next

20. In the Seventh section/page (For M.Sc. Course only), the applicant can select the multiple courses on priority bases. Select the course name and set the priority.

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Application for Course- M.Sc. Nursing

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| | Sr. No. | Branch Name | Course Code | Shift Type | Priority |
|-------------------------------------|---------|---|--|---------------|----------|
| <input checked="" type="checkbox"/> | 1 | SJCN - MEDICAL SURGICAL NURSING - M.Sc.(Surgical Nursing) | M.Sc. Medical Surgical Nursing / 2018-2020 | General Shift | 2 |
| <input type="checkbox"/> | 2 | SJCN - PSYCHIATRIC NURSING - M.Sc.(Mental Health Nuring) | M.Sc. Psychiatric Nursing / 2018-2020 | General Shift | |
| <input checked="" type="checkbox"/> | 3 | SJCN - CHILD HEALTH/PEDIATRIC NURSING - M.Sc.(Child Health Nursing) | M.Sc. Child Health Nursing / 2018-2020 | General Shift | 1 |
| <input type="checkbox"/> | 4 | SJCN - COMMUNITY HEALTH NURSING - M.Sc.(Comm. Health Nursing) | M.Sc. Community Health Nursing / 2018-2020 | General Shift | |
| <input checked="" type="checkbox"/> | 5 | SJCN - OBSTETRICS & GYNAECOLOGICAL NURSING - M.Sc.(OBG Nursing) | M.Sc. OBG Nursing / 2018-2020 | General Shift | 3 |

Previous Save & Next

21. In the ninth section/page, the applicant can preview the complete application form. Ensure that all the fields have been entered.

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Please verify profile details and Make payment to proceed.

Personal Information

| | | | | | |
|---|--|--------------------------------|-----------------------|------------------------------|---------------|
| | Full Name | Dhara Contractor | DOB | Apr 01,2000 | Age: 18 |
| | Gender | Female | Email Id | bhavyank.c223@gmail.com | |
| | Mother's Name | dipika | Domicile | Karnataka | |
| Phone no. | | Religion | Christian | Caste | HINDU BRAHMIN |
| Candidate's/Student's mobile number. | 9714077966 | Mother Tongue | Hindi | | |
| Category: | Catholic | Belongs to SC/ ST/ OBC: | OBC | Diocese (If Catholic) | |
| Residence Address | KORAMANGALA 4TH BLOCK, NEAR BANK OF BARODA, BANGALORE, KARNATAKA - 380054. | | | Aadhaar No: | |
| Permanent Address | KORAMANGALA 4TH BLOCK, NEAR BANK OF BARODA, BANGALORE, KARNATAKA - 380054. | | | Pin: | 380054 |
| Country | India | State | Karnataka | City | Bangalore |
| Place of Birth | BANGALORE KARNATAKA | | Marital Status | Married | |
| Are you a Religious Nun: | | | | | |

| Sr.No. | Designation | Company/ Employer | Currently working? | Duration | Location | Monthly Income |
|--------|-------------|-------------------|--------------------|----------|----------|----------------|
| | | | | | | |

| | |
|--------------------------------|-------------------|
| Legal Guardian's Name:* | DR RAMESH PANCHAL |
| Legal Guardian's Email: | |

Graduation Detail

| | | | |
|-----------------------------|-----------|-----------------------|-------|
| Total Marks Obtained | 500 / 600 | Percentage (%) | 83.33 |
|-----------------------------|-----------|-----------------------|-------|

Payment Mode: * Online Payment

Make payment

Previous
Finish

22. Now the applicant can proceed for the online registration payment. It is to be noted that the Applicant's online registration process goes into completion only after the payment of the registration fee online.

➔ Permitted modes of online payment : Debit card / Credit card / Net banking.

23. After the payment, click the submit button for the submission of the application form.

24. After the online payment and the final submission,

➔ The applicant will not be able to edit any information.

➔ The applicant can download the admit card / hall ticket.

25. The candidate is also advised to keep a copy of the Admission form and the fee receipt.

26. Helpline : Contact no. 080 4946 6029/30/31 - Email id : admission2018@stjohns.in