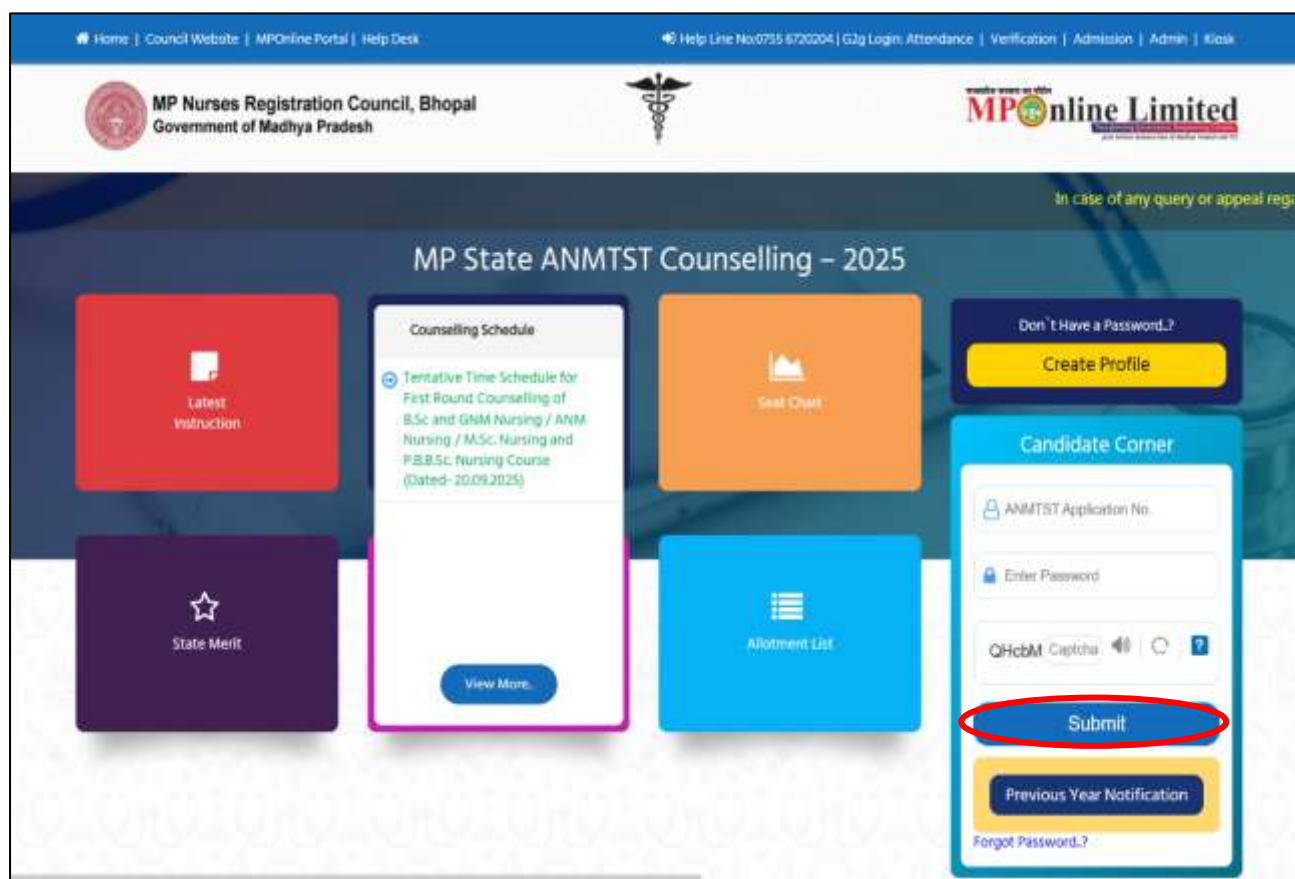**USER MANUAL FOR CHOICE FILLING AND CHOICE LOCKING PROCESS OF
MP STATE ANM NURSING COUNSELLING (2025-26)**

(This user manual is created only for the Demonstration purpose)

❖ Kindly visit on link **dme.mponline.gov.in** and click on **"Nursing Admission Counselling (ANM Course)"** for Choice Filling and Choice Locking Process of MP State ANM Nursing Counselling-2025.

❖ Access your candidate corner by using your ANMTST Application No, Password and then enter Captcha and click on **"SUBMIT",** as shown in red circle in below image.

Process of Choice Filling and Choice Locking for First Round

❖ **Step 1: - Click on choice filling option, as shown in red circle in below image.**

❖ **Step 2:- Kindly Choose option for where you want to fill your choices then Click on "Proceed for Next" button, as shown in red circle in below image.**

Note:- Before filling choices Read the "Instruction For College Preference Selection", as sown in red circle in below image.

❖ **Step 3: - Kindly select the checkboxes in front of the given college list according to your choice of preference.**

  o **The order of your preference will be displayed in the Selected Preference Box.**
  o **You can also change the order of the preferences given in the "Selected Preferences Box" by using Move up/ move down arrow buttons as follows.**
  (a) Select the College in Selected Preference Box.
  (b) Use Move up/ Move down arrow button to bring it to the required position.
  o **After that click on "Review Selected Preferences" button, as shown in red circle in below image.**

❖ **Step 4: - After click on "Review Selected Preferences" option, Your selected/arrange preference/choices will be shown.**

    A) **By selecting option "Change College Preferences" you can go back and change your preference or select new colleges.**

    B) **By selecting option "Proceed to Next Step" you can save your preference and proceed to lock your choice filling options, as shown in red circle in below image.**

❖ **Step 5: - Your Selected College Preferences will be shown on this screen now you will have to pay the 50 Rs/- portal fee to lock the choices for allotment, click "Proceed to Lock Choices" button, as shown in red circle in below image.**

Note:-
1. **If you want to change your preference at this stage then click on "Home" button, as shown in green circle in below image and come from start to re arrange your choices.**

Warning: - If you do not lock your choices, your choices will not be considered for allotment.

MP State ANMTST Counselling – 2025

Candidate Details (As Per the ESB Data)

ESB Application No.	RD22222222220	ESB Roll No.	25015535
Candidate's Name:	ANM NAME TEST TEST	Date of Birth(DD/MM/YYYY):	01/01/1988
Father's/Husband's Name:	FATHER TEST	Mother's Name:	MOTHER TEST
Gender:	FEMALE		
ESB Total Proportionate Marks :	43	ESB ANMTST Rank	2401
ESB Percentile Score	89.057751		
Correspondence Address:	TEST123		
Candidate's Category/Class (Filled by Candidate):	EWS/AS	MP Domicile:	Yes
Eligible Category/Class: EWS_AS_F			

Your Selected College Preferences

S.No.	Application No.	Inst. Type	Institute Name	Course
1	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,J.S.R. - HOSHANGABAD	ANM
2	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - BARWANI	ANM
3	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - SHAHDOL	ANM
4	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - ASHOKNAGAR	ANM
5	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - SHIVPURI	ANM
6	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - DHAR	ANM
7	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - MANDLA	ANM
8	RD22222222220	GOVT	F.H.W. TRAINING CENTRE,District Hospital - MORENA	ANM
9	RD22222222220	PRIVATE	ANM Nursing Kaushal College, ghoradongri - BETUL	ANM

Choice Locking Declaration

☑ If you do not lock your choices, your choices will not be considered for allotment.*

Proceed to lock choices

Step 6:-kindly choose the online payment gateway and pay the 50 Rs. choice locking fee Rs.

Net Banking Facility

Debit/Credit Card Facility

UPI Payment Facility

❖ **Step 6:- After successful Choice locking you will get SMS also in your registered mobile no. Online Counselling Choice Filling receipt will be generated. You may take a printout of the same for future reference, as shown in red circle in below image.**

NOTE 1: -After successfully Choice locking, candidate will be able to download Choice locking receipt and the **"Choice Filing & Locking"** tracker will turn green.

NOTE 2: -You can edit your Locked Choices through the option available in your candidate Login till the schedule of choice filling and locking, as shown in red circle in below image. If you exercise the edit option so ensure that edited choices by you have been locked successfully. If you fail to lock your edit choices, so your previously locked choices will be considered for allotment.

Thank You...