

FCPS-II INDUCTION, SESSION JANUARY 24
(INCLUDING 2ND FELLOWSHIP)

Update-I on Online Registration & Submission of Application Form, Dated November 1st, 2023.

Problem in online submission, scrutiny, the grievances committee meeting, medical board meeting etc.

The Portal for online application submission for FCPS-II (including 2nd fellowship) is open since 25th of October 2023. Till now, 534 Applicants (513 1st fellowship and 21 for 2nd fellowship) have submitted the form successfully. Those facing problems in completing the process are guided through help line (WhatsApp number 03495616101) without visiting PGMI offices. Moreover, almost every day at 10:00 am a **Daily Zoom meeting** is arranged to guide the applicants. Link for the meeting is available on PGMI website and Facebook page.

The online registration & submission of application will continue till 9th November 2023 (04:00 pm) without any break. As PGMI entrance test is fixed on 26th November, therefore it is not possible to extend the date. Please DO NOT wait till last day, complete the form and submit online and deposit fee through jazz cash as it is open in holidays as well.

- If someone is facing **problem in application submission** and couldn't do it in spite of PGMI helpline, is directed to come to **PGMI on WEDNESDAY 8th November 2023, 9 am to 12:30 pm** in person or through a representative who have access to your registered email & mobile number. It will be mandatory to bring a laptop with all relevant document saved in jpg format with document name as file name. Our technical staff will help them to submit the form. On arrival to PGMI office, contact Mr. Junaid Tasawar at Conference Hall near Library.
- **Please be informed the last date for online submission will not be extended.**
- **Induction in Sub-Specialty:** Those who are regular resident of PGMI (on PGMI payroll) and have to move to sub-specialty after completing pre-IMM training on 1st January 2024 are not required to apply on this portal.

Those who are not regular residents of PGMI and had completed pre-IMM training at any other institute or completed pre-IMM training with PGMI and then left the PGMI, are required to apply on this portal and must appear in the PGMI Entrance test.

- **SCRUTINY OF DOCUMENT: The scrutiny of submitted applications is in process. The scrutiny is multi-stage process.**

At the first stage, PGR section will scrutinize the application and

- a. As per Policy if it does not fulfill basic eligibility criteria or with incomplete/incorrect information, will reject and declare as **NOT ELIGIBLE** for induction.

- b. If applicant has not provided proper document or entered their marks wrong, the scrutiny officer will correct the marks as per policy.

At the second stage, all these applicants who do not agree with the decision of the scrutiny officer, will be given a chance to appear in person to plead their case in the Grievances committee. The decision of the committee will be final and names of NOT ELIGIBLE applicant will be removed from the induction process. (These two stages are completed before PGMI Entrance test)

At the third stage, detailed scrutiny will be carried out, and if any discrepancy/incorrect information/concealment of information/reason for in-eligibility found, their training will be cancelled immediately and disciplinary and legal proceeding will be initiated as per PGMI policy. This may take a few weeks to a few months or even longer. It is worth to mention that if any applicant is not eligible as per Induction policy and his application passed through the initial scrutiny process by mistake, his/her training will be cancelled as soon as it is pointed out that he/she is not eligible as per policy and he/she shall be liable to refund all the stipend received. Please read Induction Policy carefully again and if you do not fulfil Eligibility criteria, withdraw your application voluntarily to save yourself from disciplinary and legal proceedings.

- **MEDICAL BOARD MEETING FOR DISABLED PERSON QUOTA**: As per policy, PGMI Medical Board will determine the eligibility of applicant for Disabled Person quota. The date and time will be announced after closing date and will be uploaded on website. All the applicant who applied on Disabled Person quota are directed to come in person with all relevant documents. The applicants who fail to appear in Medical Board will not be considered on Disabled person quota.
- **The GRIEVANCES COMMITTEE MEETING**: All those who disagree with the decision of PGMI scrutiny committee regarding their academic marks or INELIGIBILITY (not eligible) will be given a chance to appear in person or through a representative (who can access your email and online dashboard) to plead their case in the Grievances committee to be held on **21st November 2023 at 8 am, at PGMI Webinar Room**, decision of the committee will be final. After 02:00 pm, NO complaints/requests will be entertained. On arrival to PGMI office, contact Mr. Junaid Tasawar at Conference Hall near Library.

There will be NO other meeting of The Grievances Committee.

PROCEDURE/ GUIDELINES:

- ✓ On arrival you are required to submit 5000 Rupees in PGMI account section and submit that receipt to Mr Junaid to mark your attendance. If the committee decides that there was no mistake on your part in application then this fee will be refunded.

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- ✓ Bring print of your application form along with all submitted documents. The documents printed with user ID and document name by the software. (Mandatory)
- ✓ Bring all original documents along with attested photo copy of deficient document. (Mandatory)
- ✓ It will be mandatory for any correction/addition, if allowed by the committee, to have ready soft copy of deficient document. If document is not available in soft form (jpg file only) then even if allowed by the committee, correction will not be possible.
- ✓ It will be better to have your own laptop.
- ✓ Applicants arrives after 02:00 pm will not be entertained.
- ✓ Please wait for your turn.
- **SLOT ALLOCATION (1st and 2nd fellowship)**: PORTAL FOR CHOICES/PREFERENCES will be opened after uploading the final merit on PGMI web site. A webinar will be conducted to explain the procedure a day before. At least 48 hours will be given to submit your choices/preferences of specialty and unit/Hospital.

Frequently Asked Questions:

1. **How to Contact PGMI helpline:** Please text on Whatsapp number (03495616101) from your registered mob number, (written in your online registration). It is important for your verification. Write your name, CNIC & email and then briefly explain your problem. Make sure this contact number is all the time with you, otherwise you may not be contactable & may cause problem in your induction.
2. **What if I do not get verification Email of my Registration:** After registration if you don't get verification email, check your email spam/junk mailbox, if not received check your email add mentioned in the text appear on login page when you try to login, if it is correct
 - a. Try resend option [Resend link on email](#) given on login page, if not
 - b. Contact PGMI helpline (WhatsApp text)
3. **Payment through Jazz cash:** Once you take the option to pay the fee through Jazz cash on '[MODE OF PAYMENTS](#)' page, voucher is generated, and you can print it from option available on last page '[UNDERTAKING](#)'. Those who are living in remote areas where jazz cash is not available, they can text the Voucher number to any friend at Peshawar and deposit the fee through jazz cash dealers. Just keep TID number that you get from dealer after depositing the fee.

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4. **What if Jazz cash Voucher Expires:** This voucher is valid for limited time, so submit the fee as soon as possible. In case of inevitable delay, if voucher expires or any problem occurs in depositing the fee, please contact PGMI helpline. New voucher will be issued. After the closing date, it will not be possible.
5. **Applicants for 2nd Fellowship:** Same Portal is good for 2nd fellowship Applications.
6. **FCPS Part-I in two Specialties:** If someone has passed FCPS-I in two or more different specialties, can apply for all. Submit the application & fee for first application & repeat the same for second application by opening your Dashboard that will show your first submitted applications, take the option [FCPS Admission Form](#) and submit 2nd application. Remember to submit fee again. After the final merit list, you have to opt for one & surrender the others.
7. **User Dashboard:** This will show you the status of your application-
[Form status:](#) Submitted or Pending on your part
[Marks Verification:](#) It shows your marks have been verified by the PGMI scrutiny committee. It will take a few days. When it shows Verified, please review your form for any correction made by PGMI scrutiny committee.
[Eligibility Verification:](#) Decision of PGMI about your eligibility will take a few days. PGMI remarks if any, will also be visible, respond to that immediately.
[Payment:](#) “completed” means payment through Jazz cash is confirmed.
8. **Submission of Printed Form & Documents:** After online submission of application, this time, it is not required to submit Printed Form & Documents in PGMI office. Print the form along with uploaded documents, every page with number & user ID. It is required to submit this printed copy in PGMI office along with arrival Report if selected.
9. **PGMI ENTRANCE TEST:** As already announced that the test will be on 26th November 2023, check ETEA website on 24th & 25th November for roll number slip that will carry the exact time, date & venue and other instructions.
PLEASE FOLLOW THAT STRICTLY& CAREFULLY, NO RELAXATION WILL BE GIVEN.
10. **Applicants with Previous Postgraduate Training:**
[Enrolled with PGMI Peshawar:](#) Need to submit notification of resignation (or termination or relieving and it must be dated before the closing date for online form submission i.e., 9th November 2023) as per induction policy. (Just submission of resignation by the trainee will not be accepted)They can upload it on the page of Previous Postgraduate Training. If your resignation is not notified, application will be rejected.

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Not Enrolled with PGMI Peshawar: It's not required to attach resignation/notification, attach experience certificate only.

- 11. PGMI Website & Facebook page:** To not to miss anything it is advised to check PGMI website & Facebook page frequently for [Updates](#) till your induction process is complete.
- 12.** It is worth to mention, please read Induction Policy & Advertisement carefully. Both are available on web site.