
USER MANUAL FOR APPLY ICCARe

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Functionality:

Note: The screenshot and filled details are only for your references.

1. Login :

This login page is a common page to login all types of ISCCM users like Member, Institute, Teacher, Student, Branch, ISCCM Admin Users etc.

You must be a member of ISCCM to apply for the courses. If you are not a member, apply for membership - <https://isccm.org/Membership/ApplyOnline/>

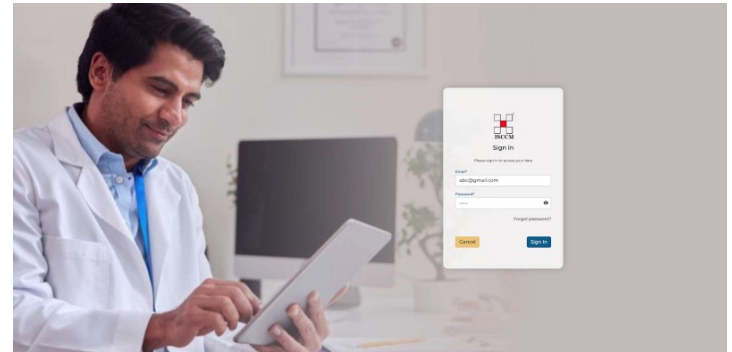
Steps for membership ->

Fill the membership form -> Reference1 and Reference 2 will approve your form -> Pay the membership fees -> Your login will be activated (Now you can login and apply for the courses)

Steps:

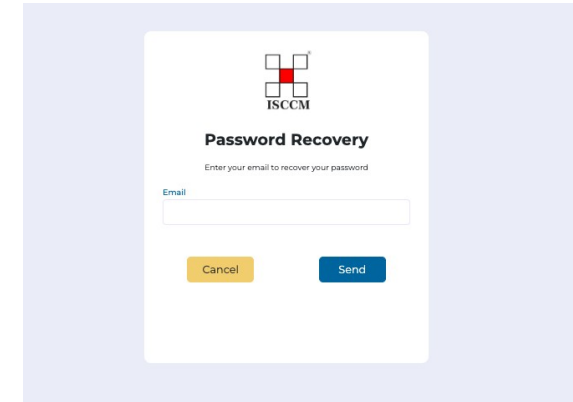
These steps to Members, Students, Teachers Only -

- Go to ISCCM Website <https://isccm.org/>
- Click on the "Login" button (Right top corner)
<https://isccm.org/admin-control/#/login>
- Enter your Email ID, which is registered with membership records.
- Enter your password, which is your membership password.
- Click on the "Sign In" button to login.



[If you have forgot your password]

- Then click on **“Forgot password?”** button to reset your membership login password.
 - Enter Email, which is registered with membership records
 - Click on the **“Send”** button to reset
 - You will receive an email with a new password, and you can login with your email Id and new password.



The form is titled "Password Recovery" and features the ISCCM logo at the top. Below the logo, it says "Enter your email to recover your password". There is a text input field labeled "Email". At the bottom, there are two buttons: "Cancel" (yellow) and "Send" (blue).

2. Apply Course:

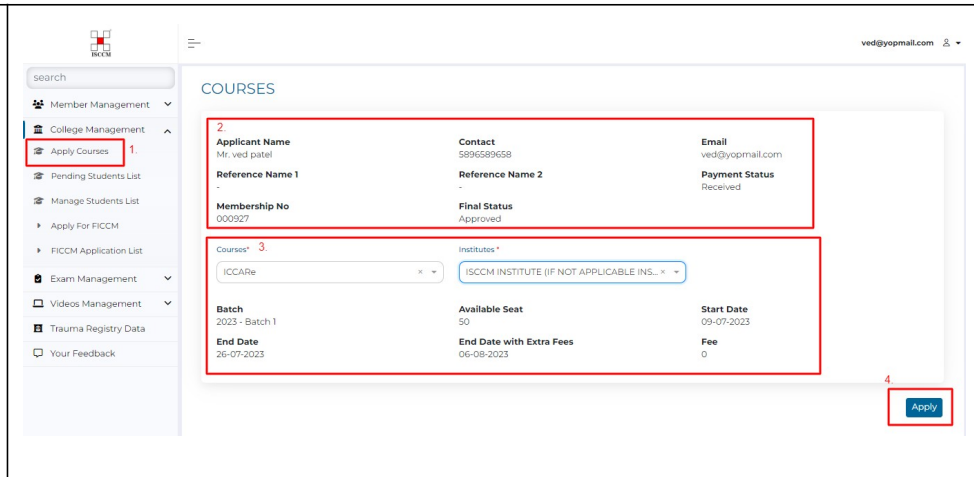
This option is used to register for courses.

Steps:

Go to (College Management) - Apply Course menu

Fill all the mandatory fields (Marked * fields are mandatory)

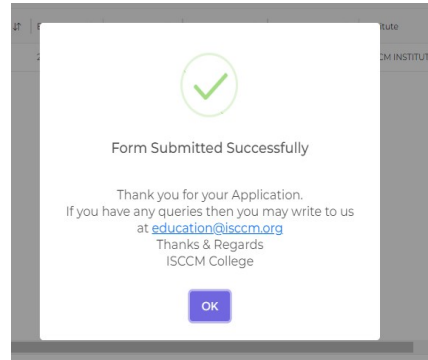
- **Go to “College Management” -> Apply Course menu**
- **Apply Course :** Go to “Apply Course” menu
- Click on **“Apply Course”** menu
 - 1. Click on the **“Apply Course”** menu.
 - 2. Check your membership details and status.
 - 2. **Eligibility :** You can apply for this course only if you are a Life Member.
 - 3. **Courses* :** Select course name - “ICCARe”
 - 3. **Institute* :** Select Institute name - “ISCCM Institute”
 - 3. Check the details like Batch, Available Seat, Start date, End Date
 - 3. If available seats = 0, you can not apply for this course.
 - 4. Click on the "Apply" button to proceed to fill the form.



The screenshot shows the "COURSES" application form. On the left is a sidebar menu with "Apply Courses" highlighted. The form itself is divided into two main sections. The top section contains fields for Applicant Name, Contact, Email, Reference Name 1, Reference Name 2, Membership No, and Final Status. The bottom section contains fields for Course* (dropdown), Institutes* (dropdown), Batch, Available Seat, Start Date, End Date, End Date with Extra Fees, and Fee. An "Apply" button is located at the bottom right of the form.

● **ICCARe Form Fillup :**

- Fill all the mandatory fields (Marked * fields are mandatory)
- System will show personal details from membership data. You can't change from here. If you want to change any personal details - go to the "Members Profile" menu.
- Fill the other form details and upload related documents, as per form fields. Like Hospital name, Designation, Qualification details etc.
- Click on the "Submit" button to submit your application.
- Once the form is submitted successfully
 - You will get a pop-up message of the application Form Submitted Successfully.
 - If you get a message "Seat is not available" : It means now all the seats are full.



- You will receive an email for the successful submission .

ICCARe

*Indicates mandatory field [Back](#)

Photo

Name* Email*

Address State* City*

Pincode Gender*

Date of Birth Hospital Name* Designation*

Choose File No file chosen
(.jpg, .png) (Size - 235 X 272)

Mobile (Primary) * Mobile (Secondary)

Qualifications

Sr.no	Qualifications	Name of Certifying Body/University	Year of Passing	Documents
1			dd-mm-yyyy 📅	Choose File No ...sen
2			dd-mm-yyyy 📅	Choose File No ...sen
3			dd-mm-yyyy 📅	Choose File No ...sen
4			dd-mm-yyyy 📅	Choose File No ...sen

Date of Joining the Course * Photo ID *
(Aadhar card/ Passport/ Driving license/ Pan card)

Registration as

Assign Batch * Year of Enrollment* Year of Eligibility* Qualification

Duration Mentor

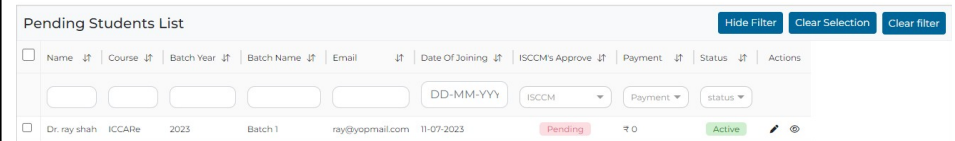
[Submit](#) [Cancel](#)

3. Pending Student List

This option is used to view, track and update your pending application.

Steps:

- To view, track and edit your form:
 - Go to "Pending Student List"
 - Here you can see the form status
 - Click on "View" (icon) to show the filled form.
 - Click on the "Edit" (icon) button to update your filled form.



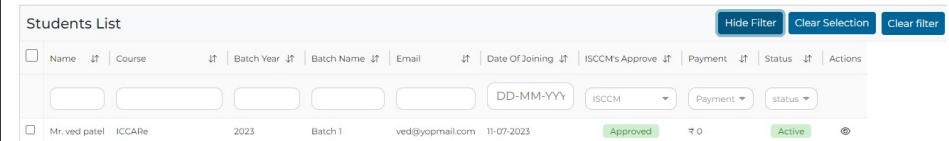
The screenshot shows the 'Pending Students List' interface. It includes a header with 'Hide Filter', 'Clear Selection', and 'Clear filter' buttons. Below the header is a table with columns: Name, Course, Batch Year, Batch Name, Email, Date Of Joining, ISCCM's Approve, Payment, Status, and Actions. A search bar is present above the table. The table contains one entry for 'Dr. ray shah' with status 'Pending' and a payment of ₹ 0. The 'Active' button is green.

4. Manage Student List

This option is used to see the list of registered courses.

Steps:

- Here you can see the list of registered courses.
- After ISCCM Approval -
 - Your name will be moved to "**Manage Student List**", that means you have become a student for the course.
 - You will receive an email for the same.
Email Subject: Your Application for ICCARe Course has been approved.



The screenshot shows the 'Students List' interface. It includes a header with 'Hide Filter', 'Clear Selection', and 'Clear filter' buttons. Below the header is a table with columns: Name, Course, Batch Year, Batch Name, Email, Date Of Joining, ISCCM's Approve, Payment, Status, and Actions. A search bar is present above the table. The table contains one entry for 'Mr. ved Patel' with status 'Approved' and a payment of ₹ 0. The 'Active' button is green.