

Post Graduate Degree in Nursing (M.Sc Nursing)-2025

How to applying Online:

All candidates (including Service Quota) seeking admission to the courses should apply online through the website **www.cee.kerala.gov.in** of the Commissioner for Entrance Examinations.

Step wise procedure for applying online:

There are **5 steps** for the online submission of application and all the steps are mandatory. Candidates should complete all steps and the **candidates are advised to keep the printout of the Confirmation page for future reference**. For the online submission of application, candidate has to visit the website www.cee.kerala.gov.in where he/she can find the link “**PG Nursing 2025 - Online Application**”.

Step 1: Registration

This is a onetime online process during which the candidates will get a system generated ‘Application Number’. The candidates should give necessary basic data and create a strong password during the registration process.

Candidates are advised to create a strong, unique password. The requirements of a strong password are:

- a minimum length of 8 characters
- a minimum of one alphabet character [a-z or A-Z]
- a minimum of one number (0-9)
- a minimum of one symbol [! @ # \$ % ^ & *]

Don't use a shared password or disclose the password to others. Be informed that the application number and password will be required through the remaining stages until the end of the admission process for accessing all the online facilities related to **PG Nursing 2025**.

Step 2: Fill Application

All the basic information required for processing your application are to be filled in at this stage. Before filling the details, please read the Prospectus carefully.

The data provided here will be used for processing the application. Any mistake in filling this page or providing false/incomplete/wrong information will affect the candidate's eligibility for admission or claim for reservation under any category. It is obligatory that the candidate fill all the mandatory fields in the application.

Candidates should take utmost care while filling the Online Application. Applicant should ensure that the data provided are correct before proceeding to next step.

If the application is filled completely, candidate can preview the details of the application before going to the next step by clicking the ‘Save & Preview’ button.

After confirming that all the information given is correct and true, click 'Save & Finalize' button to complete the application filling process.

Note: - No modification will be possible after the Final submission.

Step 3: Pay Application Fee

Application fee for General candidates is **Rs.1100/-**(Rupees One Thousand and One Hundred only) and in the case of SC/ST candidates and those eligible for SC/ST benefits as per G.O (Ms) No.25/05/SCSTDD dated 20.06.2005 is **Rs. 550/-** (Rupees Five Hundred and Fifty only). Service candidate seeking admission in General Quota also, should pay **extra amount of Rs.1100/-**(Rupees One Thousand and One Hundred only). Applications can be submitted in online mode only, and all the supporting documents are to be uploaded only

Payment method available for remitting the application fee.

- Online Payment

Online Payment:

- Those candidates having an Internet banking account, Credit card or Debit card can make use of online payment gateway.
- On successful payment, the candidate will be guided back to the home page wherein he/she will find the “**Pay Application Fee**” tab at the top turned **green** and the candidate can proceed (next step) to uploading of photograph, signature and supporting documents.
- If the payment transaction was unsuccessful, a message to that effect will be displayed on the screen and the candidate can navigate to the homepage.
- On the other hand, if the candidate fails to receive the final confirmation (success or failure) message, he/she can re-login to the home page and inspect the “**Pay Application Fee**” tab at the top to see if it's green or not.
- If it has not turned green, the payment has not succeeded and the candidate may try for online payment a fresh.
- If the candidate's account is debited for an unsuccessful transaction, the amount will be reverted to his/her account within **Ten to Twelve working days**.

Step 4: Upload Photograph, Signature and Documents/Certificates:

Upload Photograph of Candidate

- A studio generated soft copy of latest passport size color photograph with light colored background in jpeg format between **15 kb to 100 kb** of size and resolution **150 x 200 pixels** is to be used for uploading.
- The photograph should not be taken with the candidate wearing Cap or Goggles. Spectacles are allowed if being used regularly. POLAROID and COMPUTER /MOBILE-PHONE generated photos are not acceptable.

Upload Signature of Candidate

- On a plain white sheet, the candidate should put his/her signature with black/blue ink.
- Scan this signature and crop around the signature. Do not scan the full sheet. Scanned image file should be in **jpg format**. (Jpeg)
- Dimensions of the image of signature must be **150 pixels width** and **100 pixels height**.
- File size should be between **4KB** and **100 KB**
- Scanned images of signature must be clear and complete



Upload Documents/Certificates

- All necessary certificates/documents to be uploaded should be in PDF format
- File size of each document/certificate should not exceed **500 KB**.
- The scanned images should be of the original documents/certificates and should be **clear** enough to read.

Read before uploading documents/Certificates

- The Originals of the uploaded documents should be produced before the admitting authority as and when required.
- The uploaded documents will be verified with the original documents by the admitting authority and the documents will be accepted only after this verification.
- It is the responsibility of the candidate to ensure the correctness and clarity of the documents uploaded.
- Uploading of any false or bogus documents may lead to disqualification of the candidacy.

Step 5: Upload Certificates/Documents to be uploaded in the Online Application

a) Nativity Proof: Any one of the documents mentioned under clause 7.1.1.

b) Certificates obtained from Tahsildar for verification of community in the case of SC/ST candidates.

c) Non-Creamy Layer Certificate in the prescribed format for State Government educational purpose obtained from the concerned Village Officer for community reservation/fee concession claims in the case of SEBC/OEC candidates.

d) Non-Creamy Layer/Community and Income Certificates from the Village Officer concerned in the prescribed format in the case of Candidates belonging to the communities listed in Annexure XI, whose family income is up to Rs. 6 lakh.

e) Inter-Caste marriage certificate : Candidates who are children of Inter-Caste married couple of whom one is SC/ST, need to upload **Inter-Caste marriage Certificate** issued by Tahsildar. Candidates who are children of Inter- Caste married couple with either of the parents belonging to a community included in SEBC need to upload Non-Creamy Layer certificate specifying the community of the candidate from the Village Officer.

f) Registration certificate from State Nursing Council.

g) Attested Copy of the B Sc Nursing Degree Certificates.

OR

Attested copy of General Nursing and Midwifery Course, +2 Certificates with Science Subjects and Post Basic B.SC Nursing Degree certificates (regular course).

h) Attested copy of Internship Certificate/Experience Certificate(s) as per clause 7.2.2

i) Certificate to prove age: Relevant page of SSLC/Birth Certificate/Passport

j) Self attested copy of self declaration regarding work experience as per clause 7.2.2

Remember: The Originals of the uploaded documents will have to be furnished before the admitting authority as and when required.

Step 5: Print Acknowledgement Page

After completing the uploading of all necessary certificates/documents, candidates can take a printout of the Confirmation page by clicking on the link “**Print Confirmation Page**”, Candidates are advised to keep the printout of the confirmation page for future reference. **No need to send the hard copy of confirmation page or any supporting documents to the office of the Commissioner for Entrance Examinations.**

For Service Quota Candidates: - The Service Quota candidate should send the printout of the Acknowledgement page (including printout of uploaded documents) along with the following documents should be forwarded to the Controlling Officer concerned

(DME/DHS/IMS) by registered post/speed post/hand delivery on or before the last date and time notified by the Commissioner for Entrance Examinations.

1. Declaration (in original) to the effect that she/he has not undergone PG Nursing course under Service Quota- **(Annexure-V)**
2. Details of service from the Head of the Department in original in the format prescribed **(Annexure-IV)** as per clause 6.3.4

DO NOT SEND THE PRINT OUT OF ACKNOWLEDGEMENT PAGE TO THE OFFICE OF THE COMMISSIONER FOR ENTRANCE EXAMINATIONS

