Bihar Council of Medical Registration

Bringing Doctors & Patients Together

बिहार सरकार

User Manual for Medical Practitioners of the
Bihar Council of Medical Registration
through its new **Online Registration & Renewal System**
Release Date: 02 July 2025

Helpline: +91-011-46621000
Email: biharmedicalcouncil@gmail.com

Purpose of this Manual

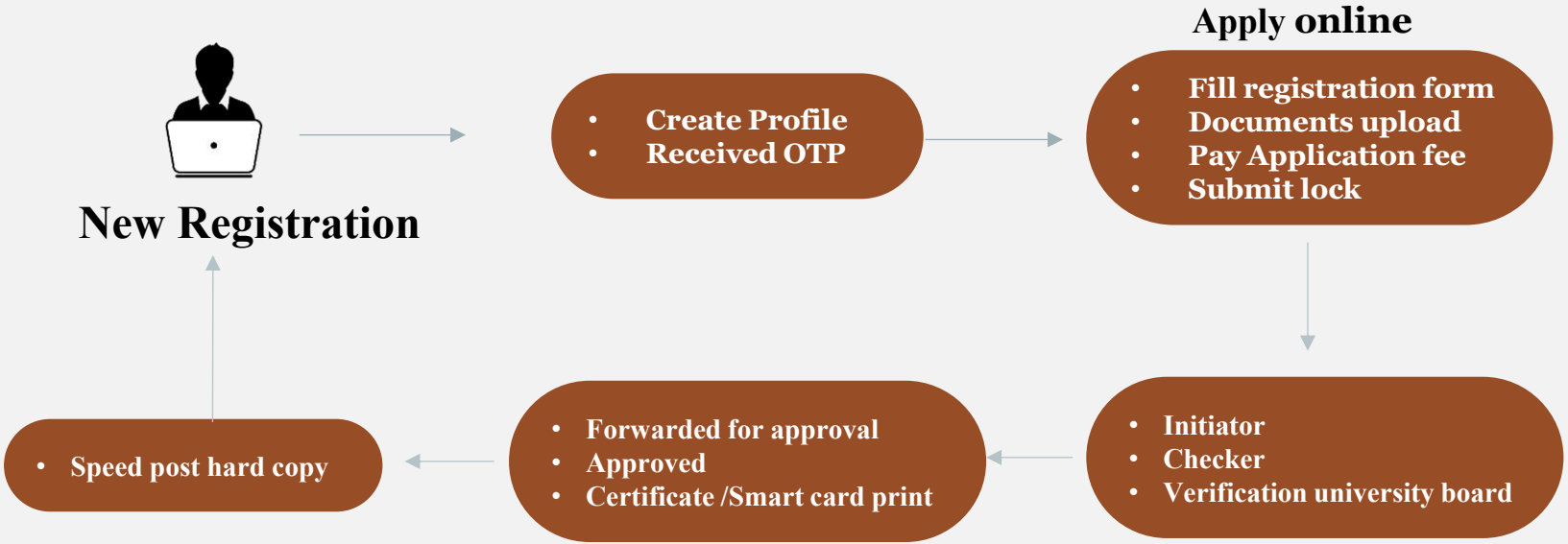
This manual provides step-by-step guidance for medical practitioners to avail all the services of Bihar Council of Medical online.
It enables users to apply for new registrations, renew existing registrations, update professional details, upload required documents, and make secure online payments—all from a single digital platform.

The manual covers:

- New user registration and login procedures
- Fresh registration application process (Provisional and Permanent)
- Renewal of existing registration (If applicable)
- Addition of Qualification
- Good Standing/NOC etc.
- Online payment and receipt upload
- Checking application status and downloading certificates

and many more……

PROCESS FLOW



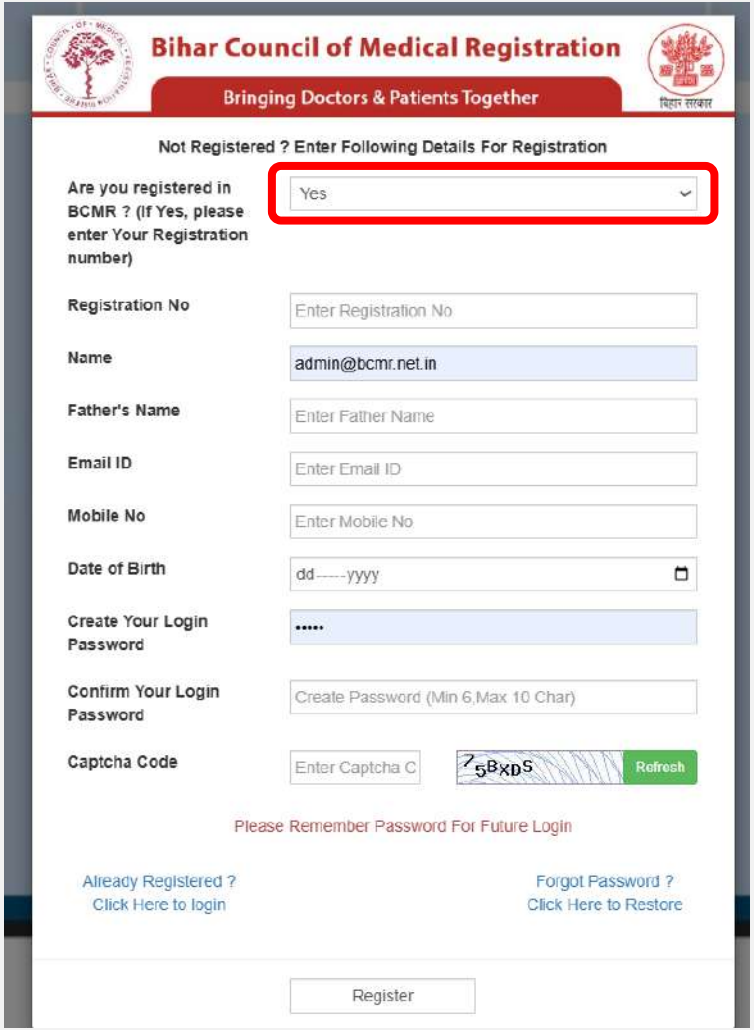
Visit official website of
BIHAR COUNCIL OF MEDICAL REGISTRATION
WEBSITE URL: https://bcmr.net.in/

Click on the **Register** or Press **Apply Online** button from the Home Page

USER REGISTRATION PAGE

Select weather you are Registered with council or not?
If Yes, Enter Your Registration Number before proceeding further.

Enter All Details carefully, set Password for your profile, enter captcha and press Register button at the bottom

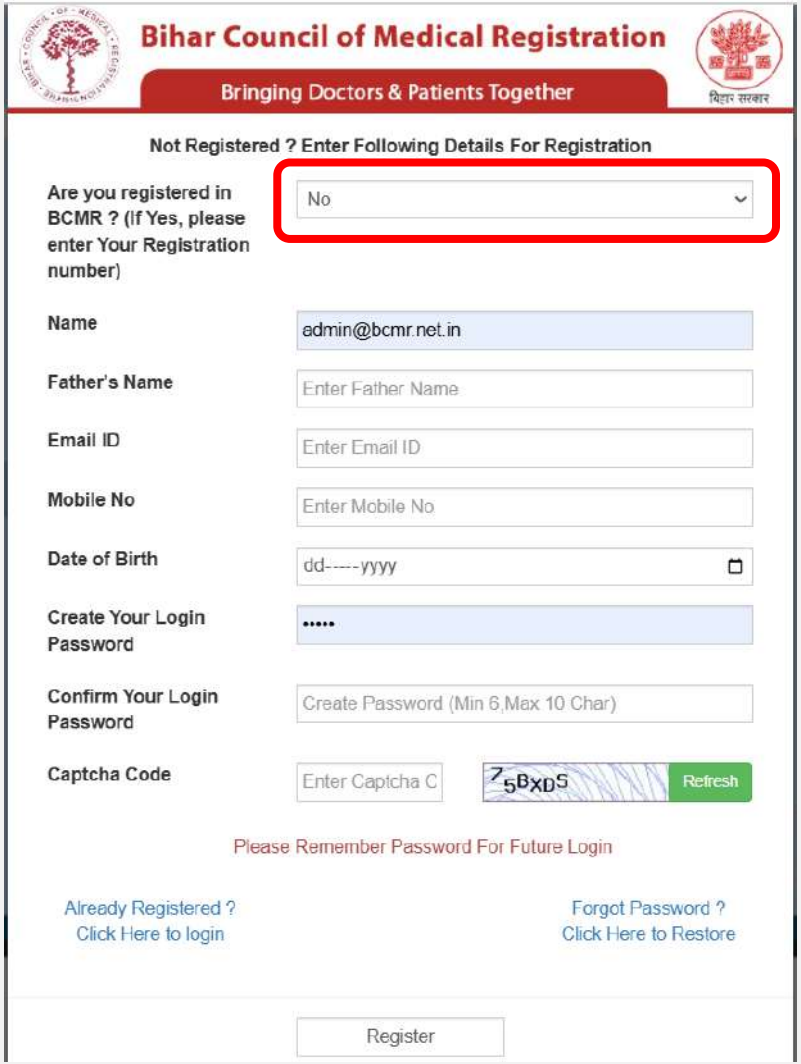


USER REGISTRATION PAGE

Select weather you are Registered with council or not?

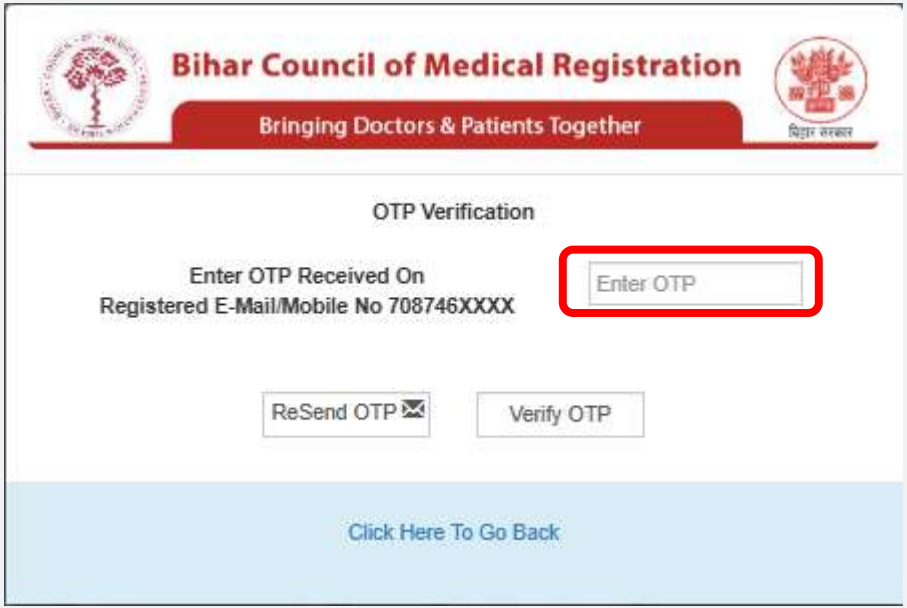
If No, Enter Details in the Registration Form

Enter All Details carefully, set Password for your profile, enter captcha and press Register button at the bottom.



OTP VERIFICATION THROUGH EMAIL AND MOBILE NUMBER

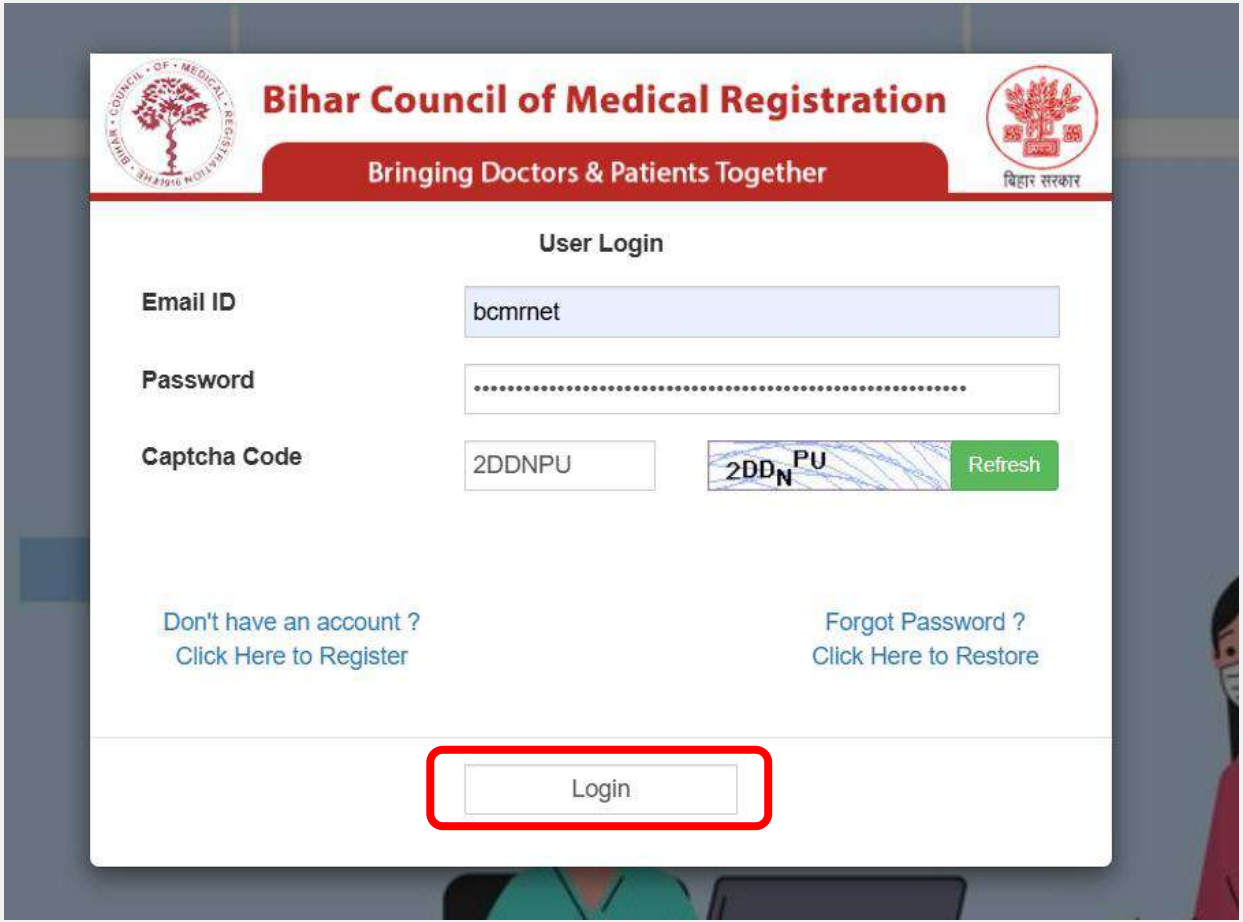
An OTP will be sent at your mobile number and email ID.
Enter OTP and Press Verify OTP button.
If OTP is not received, Press ReSend OTP button and the OTP will be sent again.



USER LOGIN PAGE

Enter your Email ID and Password to login.
Enter the captcha carefully and Press Login button.

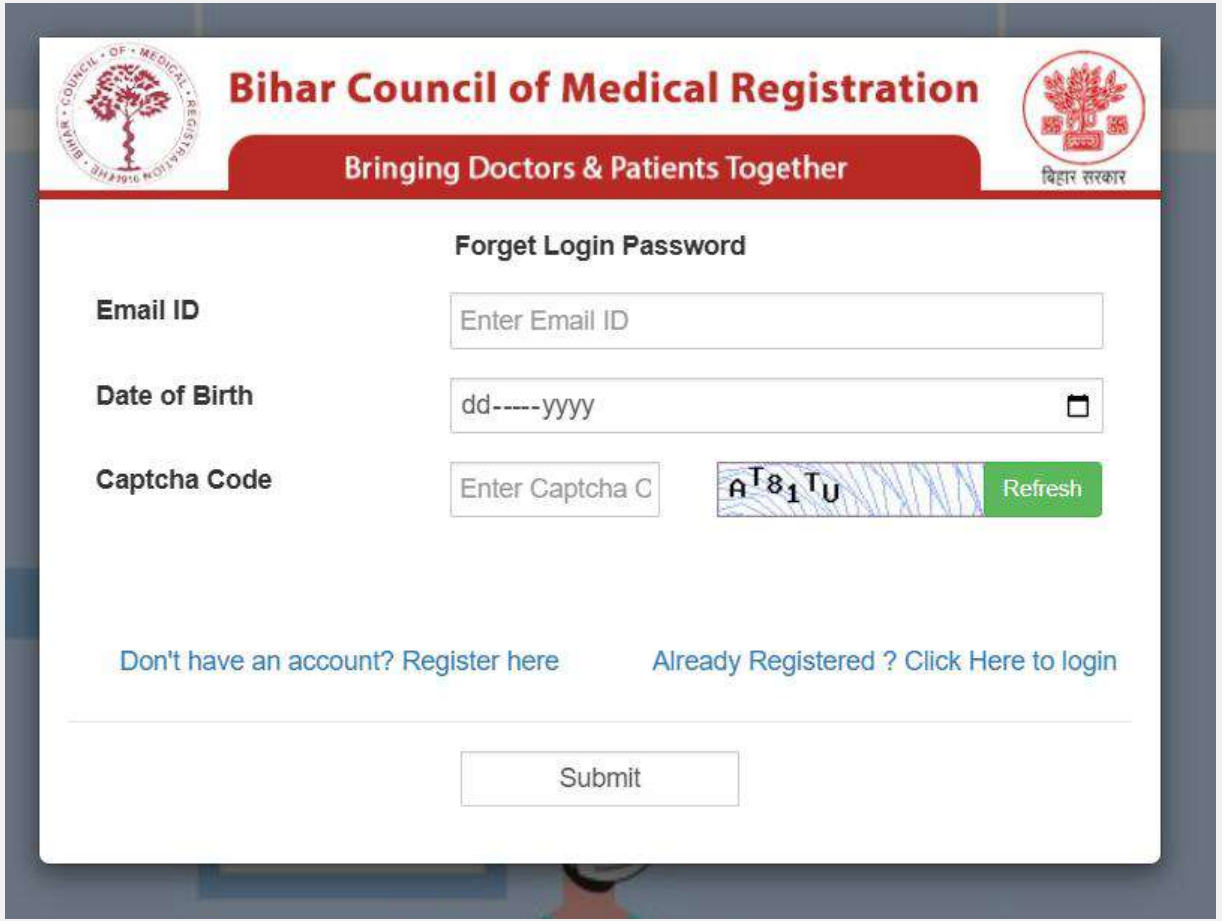
In case you forgot your password press the Forgot Password button to restore the password.



FORGOT PASSWORD PAGE

Enter your Email ID
Date of Birth and
Captcha
Login Details will be sent at your registered mobile or email ID.

Do not share your login credentials with anyone, even with the council members.

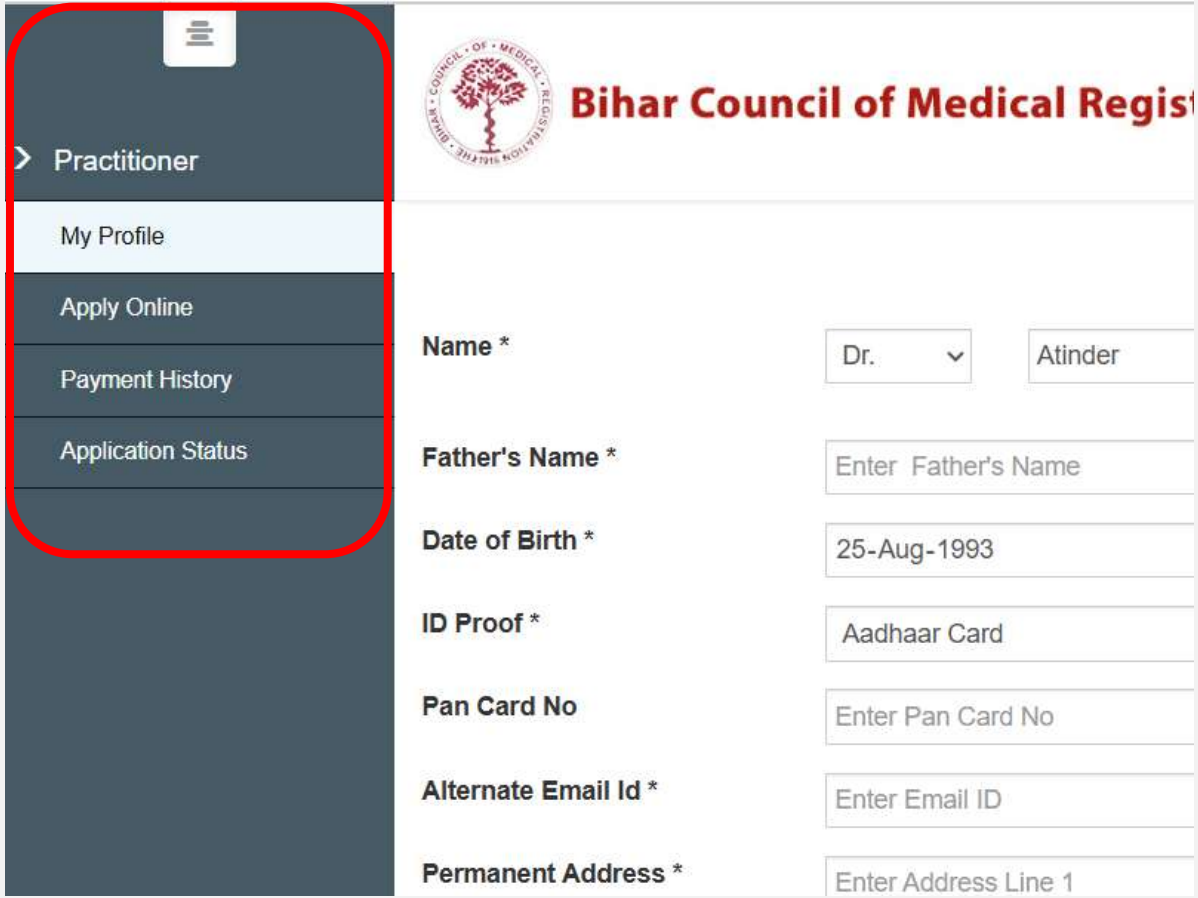


MENU BAR

After Login, Complete Your Profile from My Profile Option

Total Four options are given in the Applicant Menu Bar.

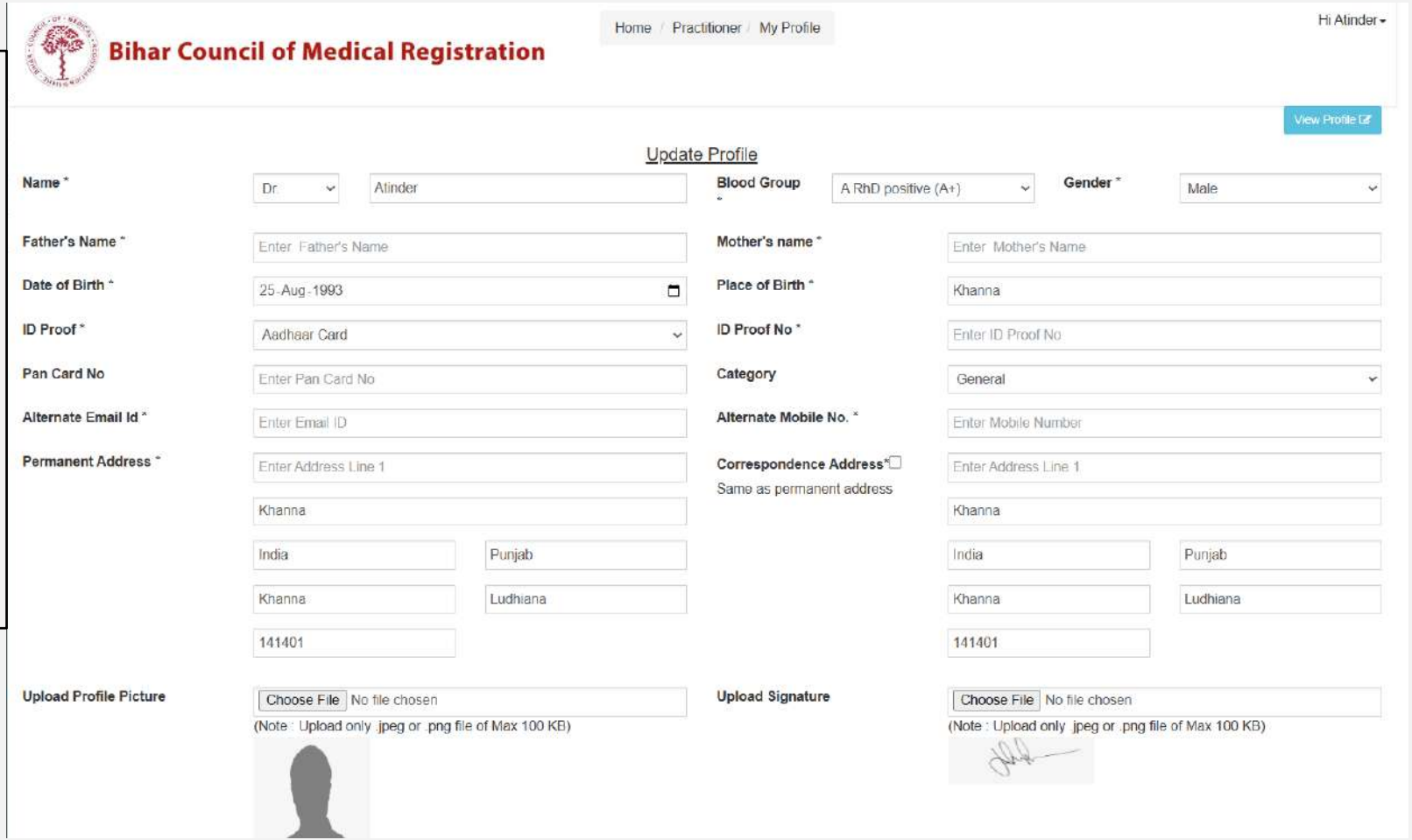
- **My Profile:** Create or Edit User Profile
- **Apply Online:** To apply for any Service Online.
- **Payment History:** Check and Verify Payment Records.
- **Application Status:** To check the current status of applied Applications



MY PROFILE

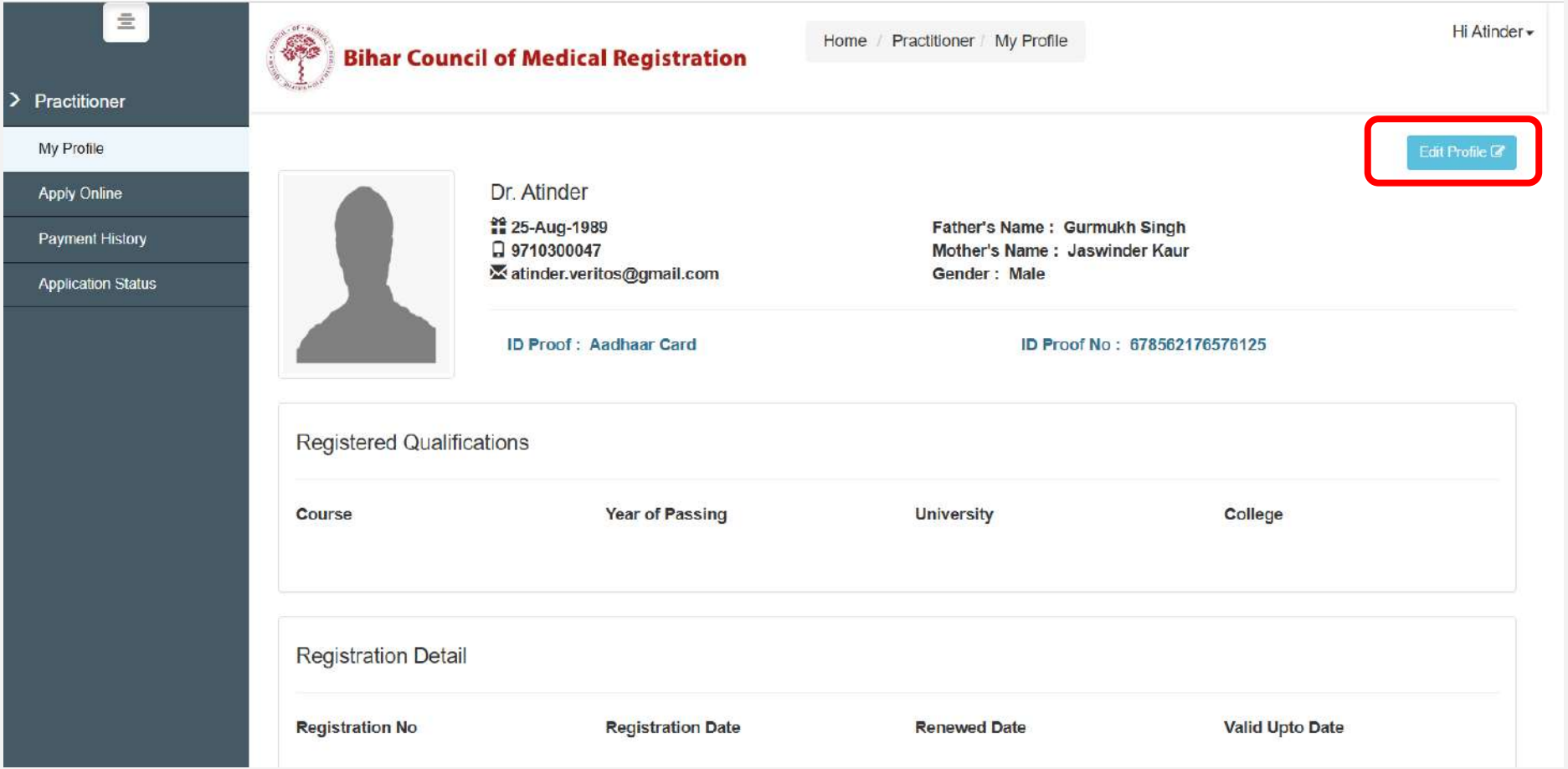
Create your profile by entering all the required details.

Enter all details carefully. Such as Name, Father's Name or DOB as per your Documents/ Certificates



MY PROFILE

Your Profile is now created. You can edit your profile by pressing the Edit Profile Button.



MY PROFILE

Upload Profile Picture and Signature at the respective places.
Please Note: Upload only image format (.jpeg or .png file of Max 100 KB)
Press Save button to save your Profile.

Permanent Address *

Enter Address Line 1
Khanna
India | Punjab
Khanna | Ludhiana
141401

Correspondence Address* ☐
Same as permanent address

Enter Address Line 1
Khanna
India | Punjab
Khanna | Ludhiana
141401

Upload Profile Picture

Choose File | No file chosen
(Note : Upload only .jpeg or .png file of Max 100 KB)

Upload Signature

Choose File | No file chosen
(Note : Upload only .jpeg or .png file of Max 100 KB)

Save | Reset

By Clicking on "Save" you will confirm that you have filled valid information

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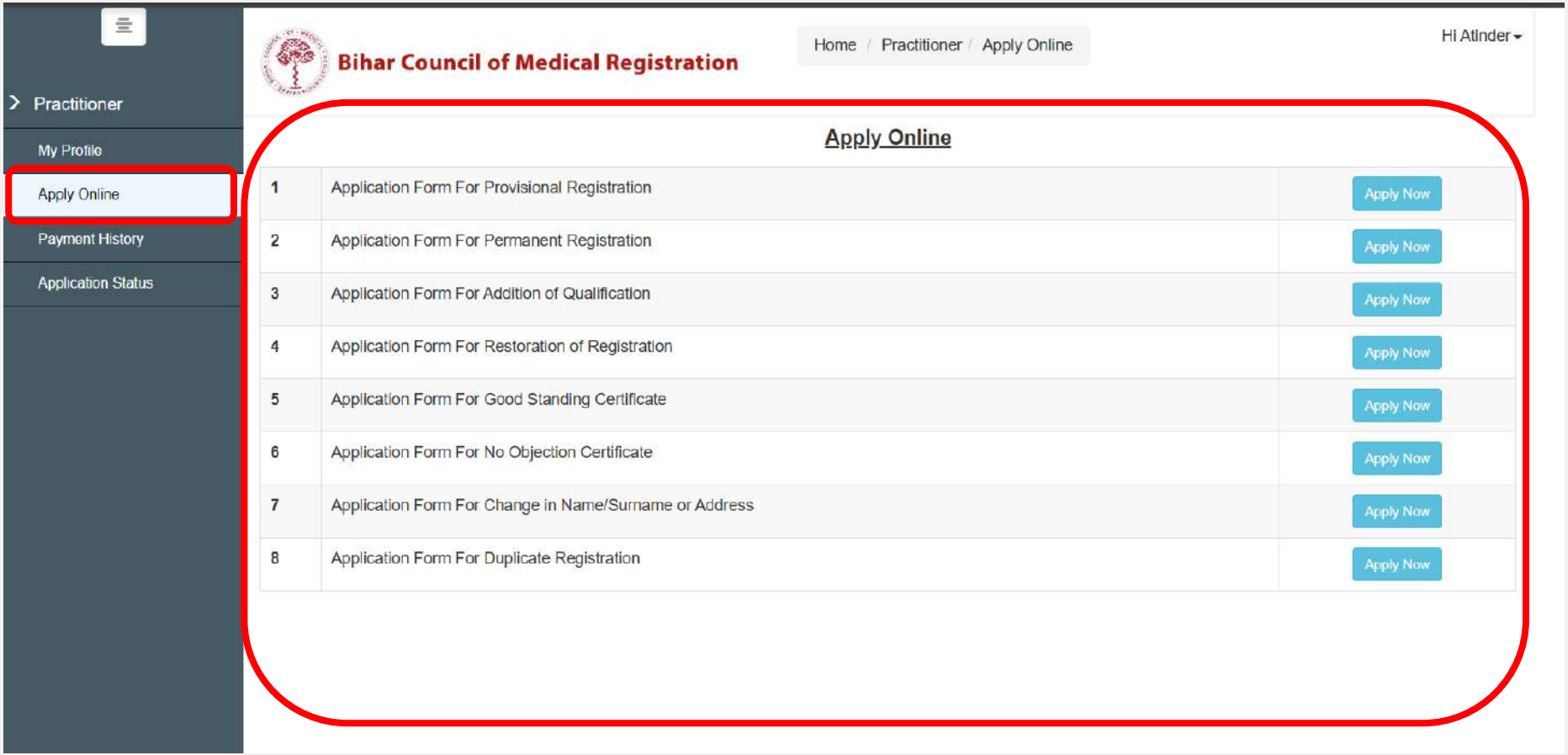
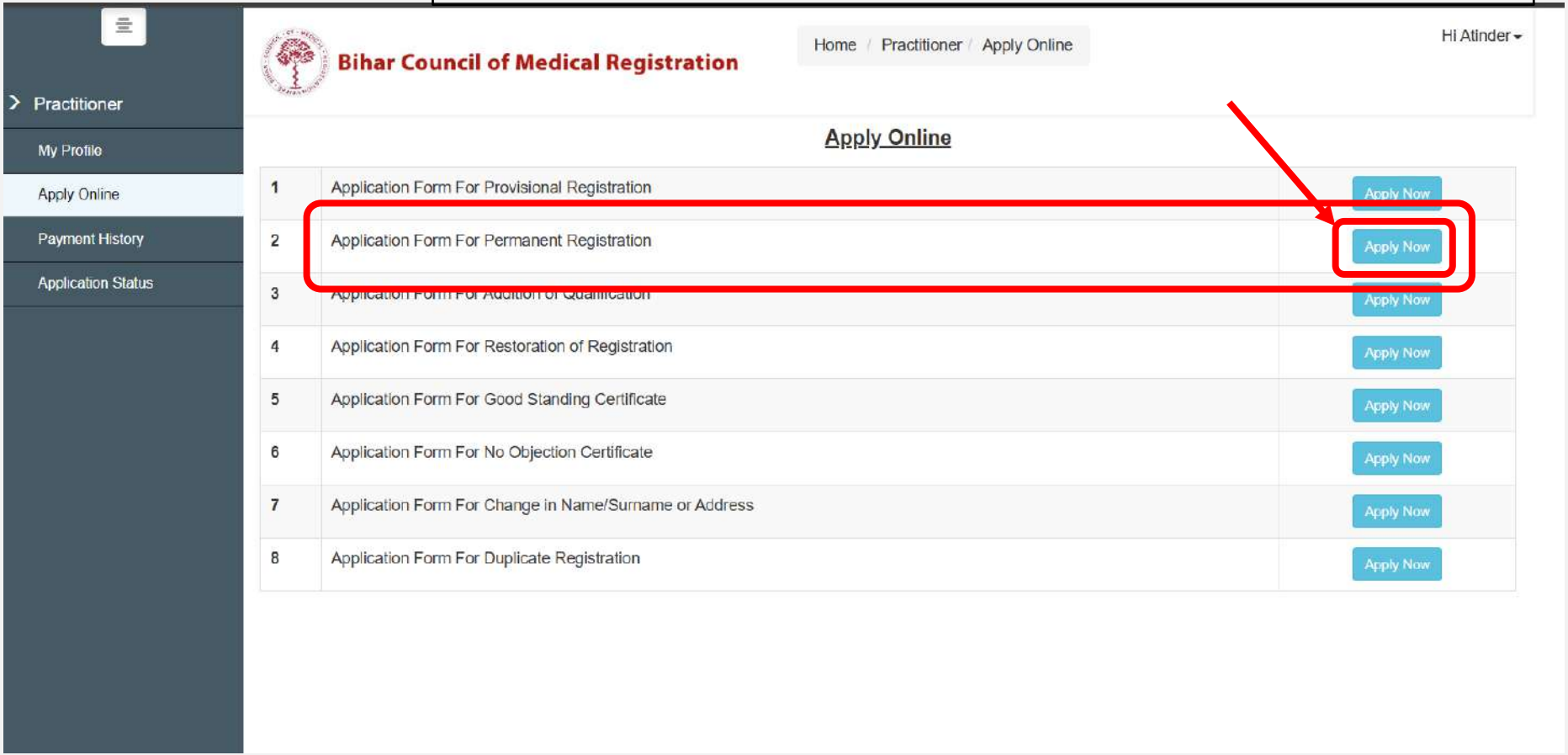
APPLY ONLINE

In Apply Online List of All Services will be shown.
Choose your Application as per your eligibility and requirement



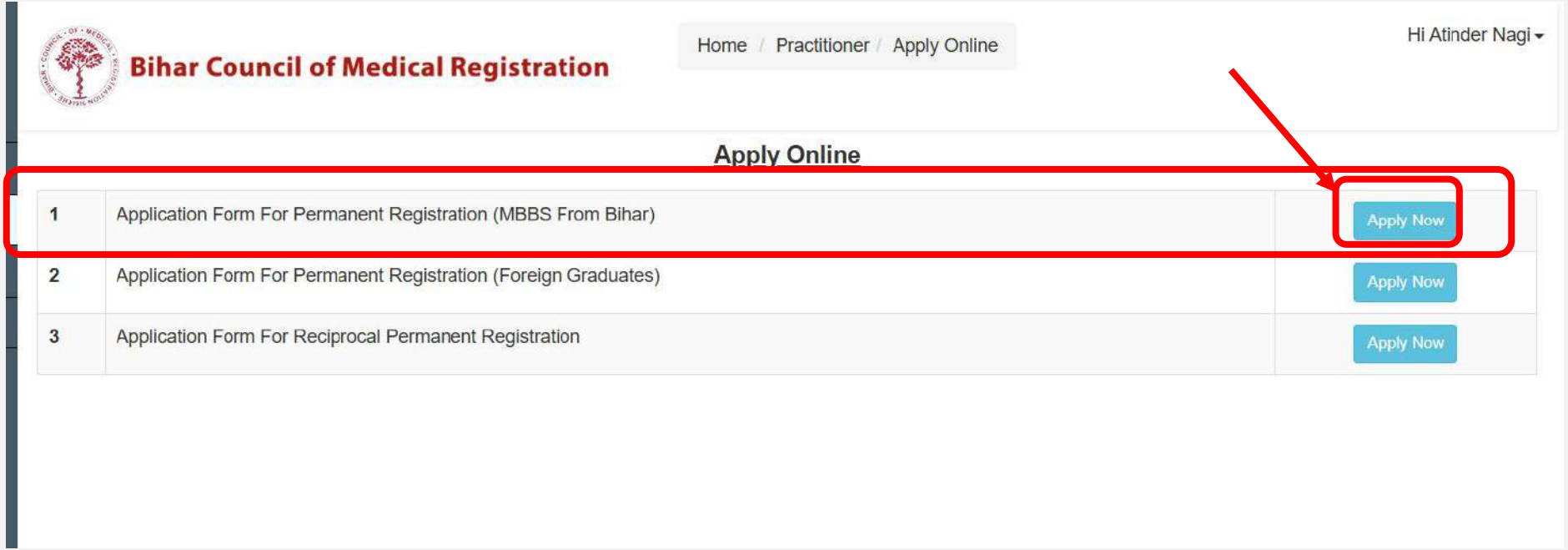
APPLY ONLINE

Application For Permanent Registration: Press Apply Now button given in front of that application



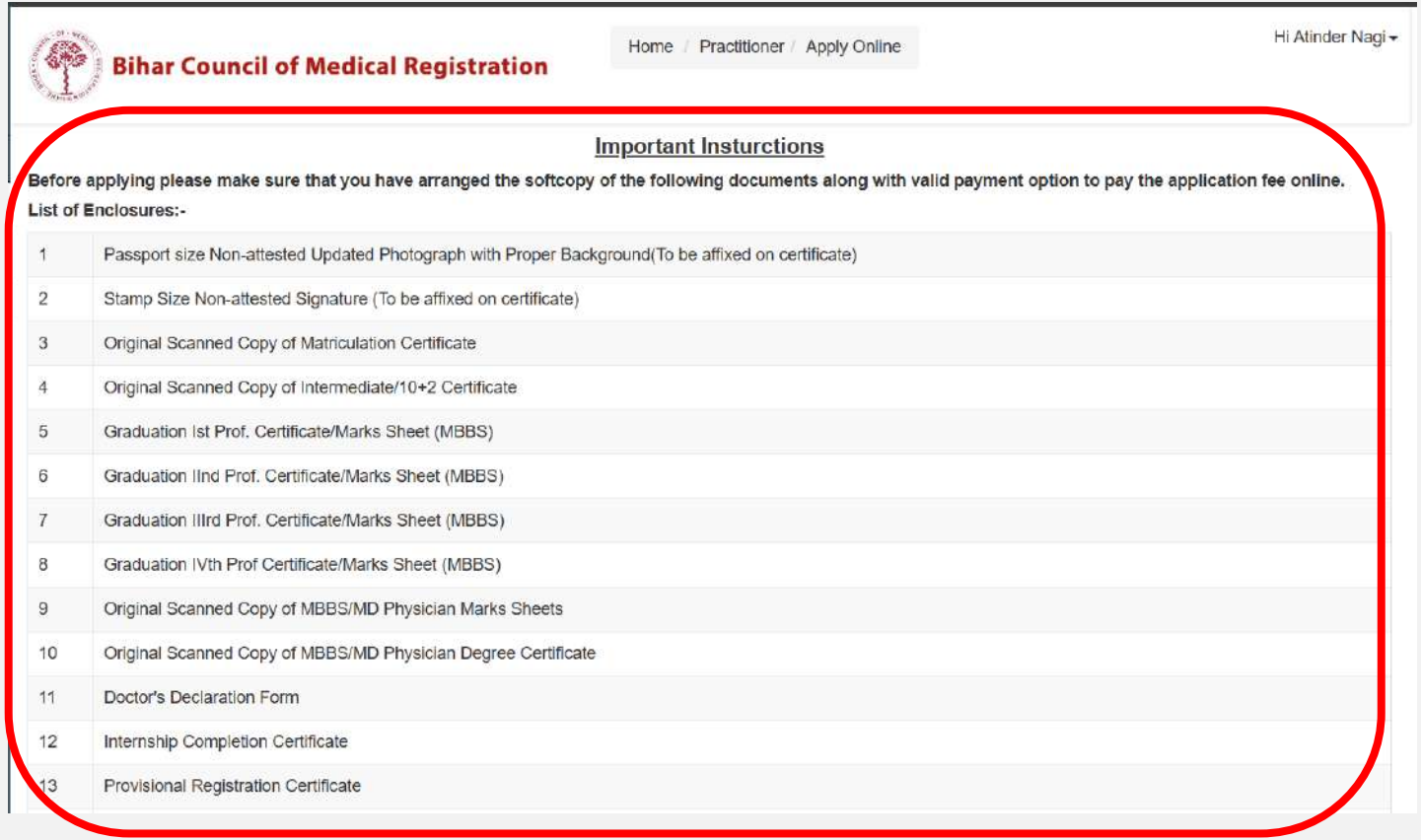
APPLY ONLINE

Application For Permanent Registration: Choose Sub Category and Press Apply Online Button



Application Form For Permanent Registration (MBBS From Bihar)

Read all the Important Instructions. Check the Enclosures List. Keep scanned copies of all the required documents, which should be uploaded in next steps.



Bihar Council of Medical Registration

Home / Practitioner / Apply Online

Hi Atinder Nagi

Important Insturctions

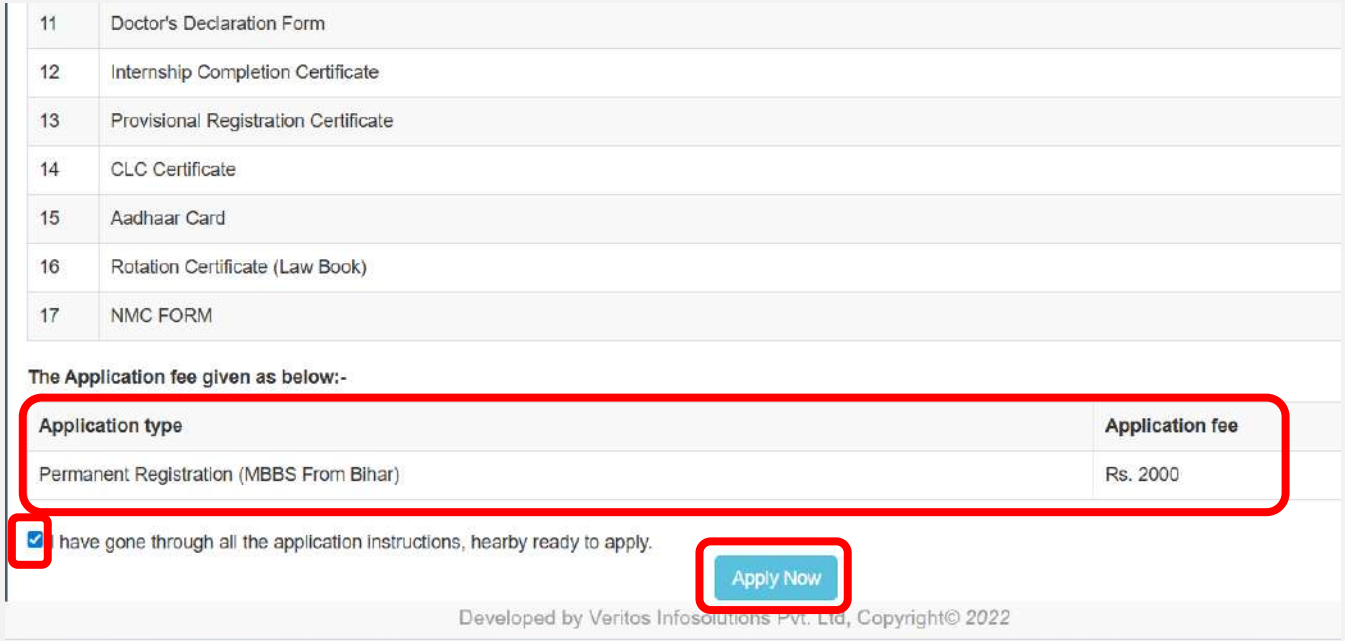
Before applying please make sure that you have arranged the softcopy of the following documents along with valid payment option to pay the application fee online.

List of Enclosures:-

1	Passport size Non-attested Updated Photograph with Proper Background(To be affixed on certificate)
2	Stamp Size Non-attested Signature (To be affixed on certificate)
3	Original Scanned Copy of Matriculation Certificate
4	Original Scanned Copy of Intermediate/10+2 Certificate
5	Graduation Ist Prof. Certificate/Marks Sheet (MBBS)
6	Graduation IInd Prof. Certificate/Marks Sheet (MBBS)
7	Graduation IIIrd Prof. Certificate/Marks Sheet (MBBS)
8	Graduation IVth Prof Certificate/Marks Sheet (MBBS)
9	Original Scanned Copy of MBBS/MD Physician Marks Sheets
10	Original Scanned Copy of MBBS/MD Physician Degree Certificate
11	Doctor's Declaration Form
12	Internship Completion Certificate
13	Provisional Registration Certificate

Application Form For Permanent Registration (MBBS From Bihar)

Cross check the Application type and Application Fee.
Tick the check box that you have read all instructions and ready to apply.
Press Apply Online button to proceed Further.



11	Doctor's Declaration Form
12	Internship Completion Certificate
13	Provisional Registration Certificate
14	CLC Certificate
15	Aadhaar Card
16	Rotation Certificate (Law Book)
17	NMC FORM

The Application fee given as below:-

Application type	Application fee
Permanent Registration (MBBS From Bihar)	Rs. 2000

I have gone through all the application instructions, hearby ready to apply.

Apply Now

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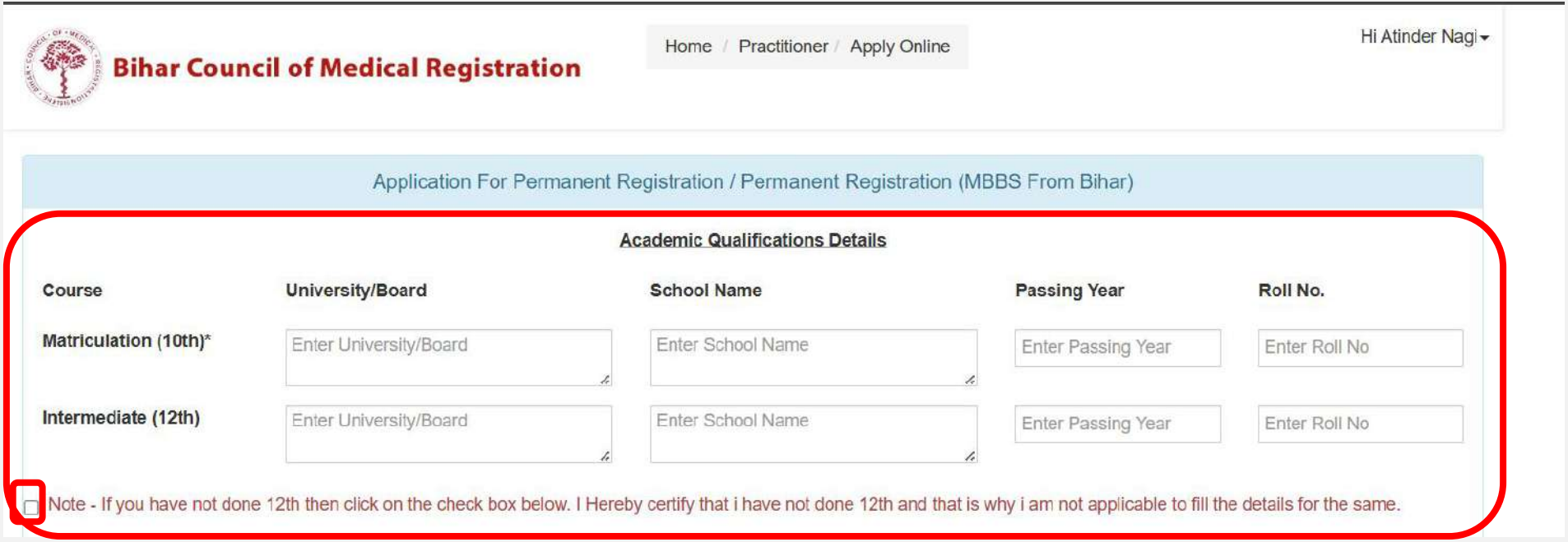
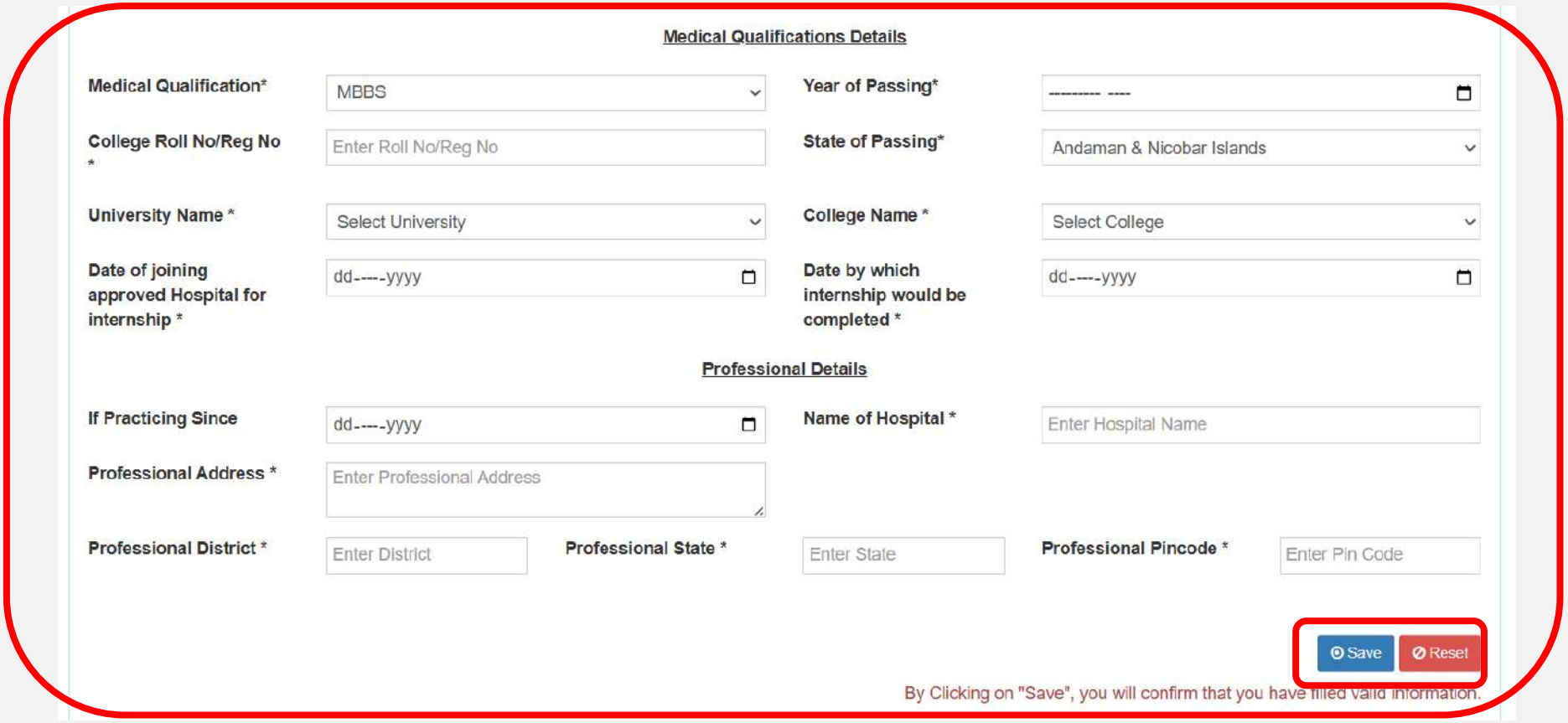
Application Form For Permanent Registration (MBBS From Bihar)

Enter Your Academic Qualification Details, 10th and 12th in this Application.
If 12th not Applicable in your case, tick the check box given below the 12th Fields with Note -

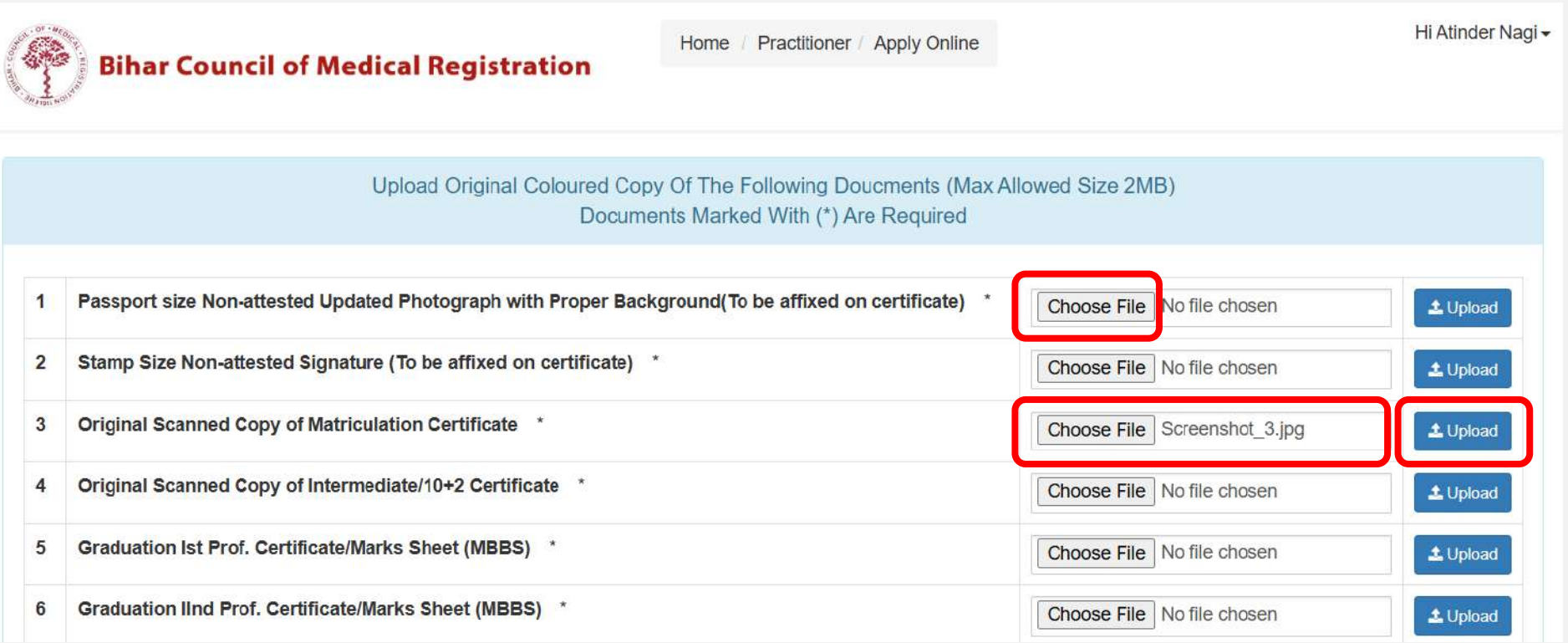


Enter Your Medical Qualification Details, and then Professional Details.
Please enter all details as mentioned in your qualification documents.
Press Save button to proceed further



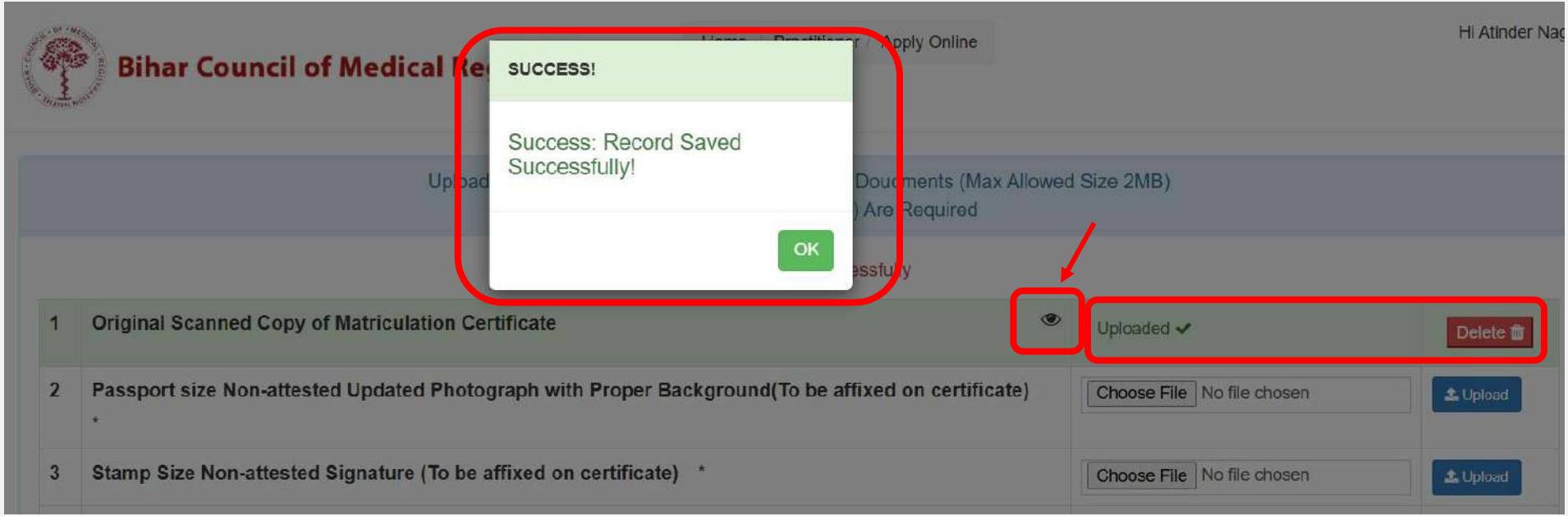
DOCUMENTS UPLOAD

In this section upload all the enclosures one by one.
Click Choose file and select your file then Press Upload button



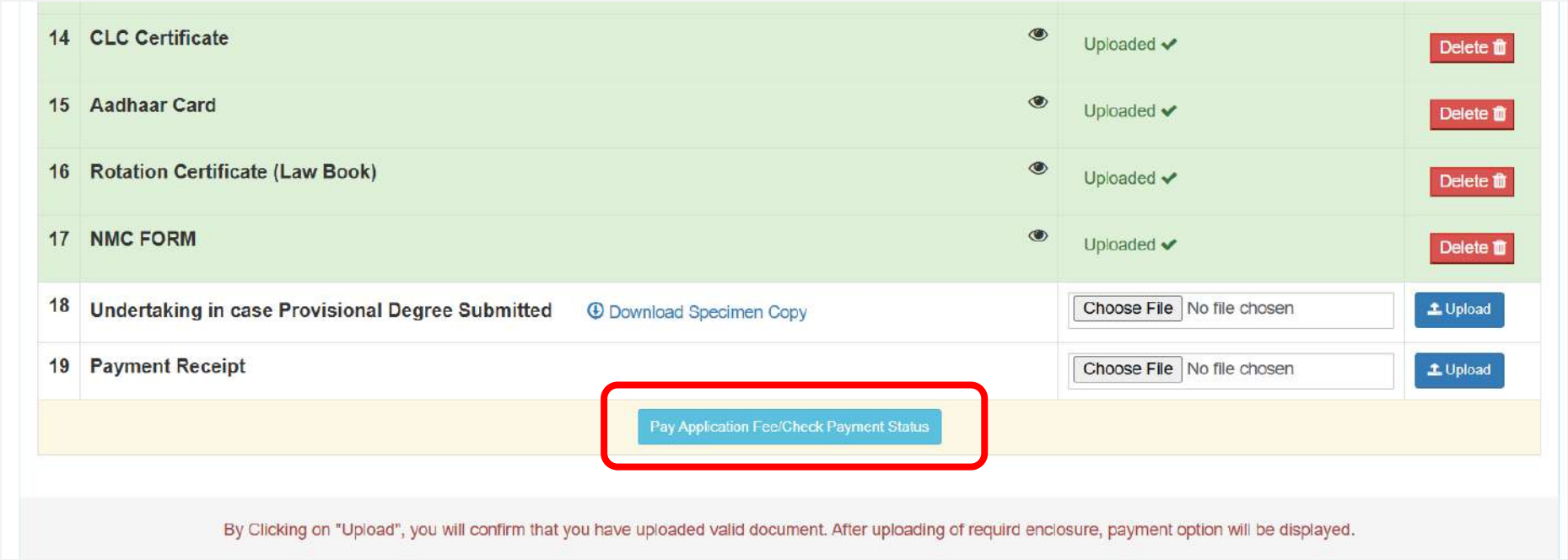
DOCUMENTS UPLOAD

Success! Message will be shown after document uploaded successfully.
You can preview the uploaded document by pressing the eye button.
If changes required, delete the document and upload again.
Upload all documents One by one.



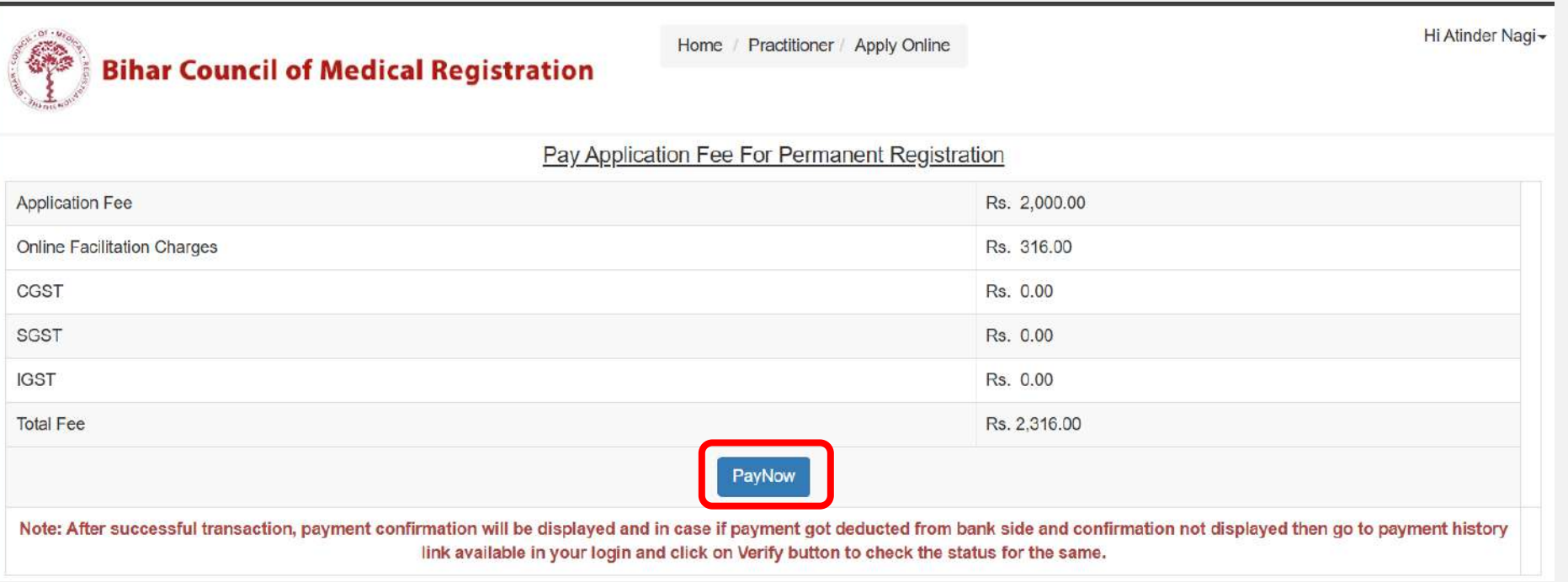
DOCUMENTS UPLOAD

After Uploading all the required documents, **Pay Application Fee/Check Payment Status** button will be Shown.
Press that button to proceed to the Payment Description page



PAY APPLICATION FEE

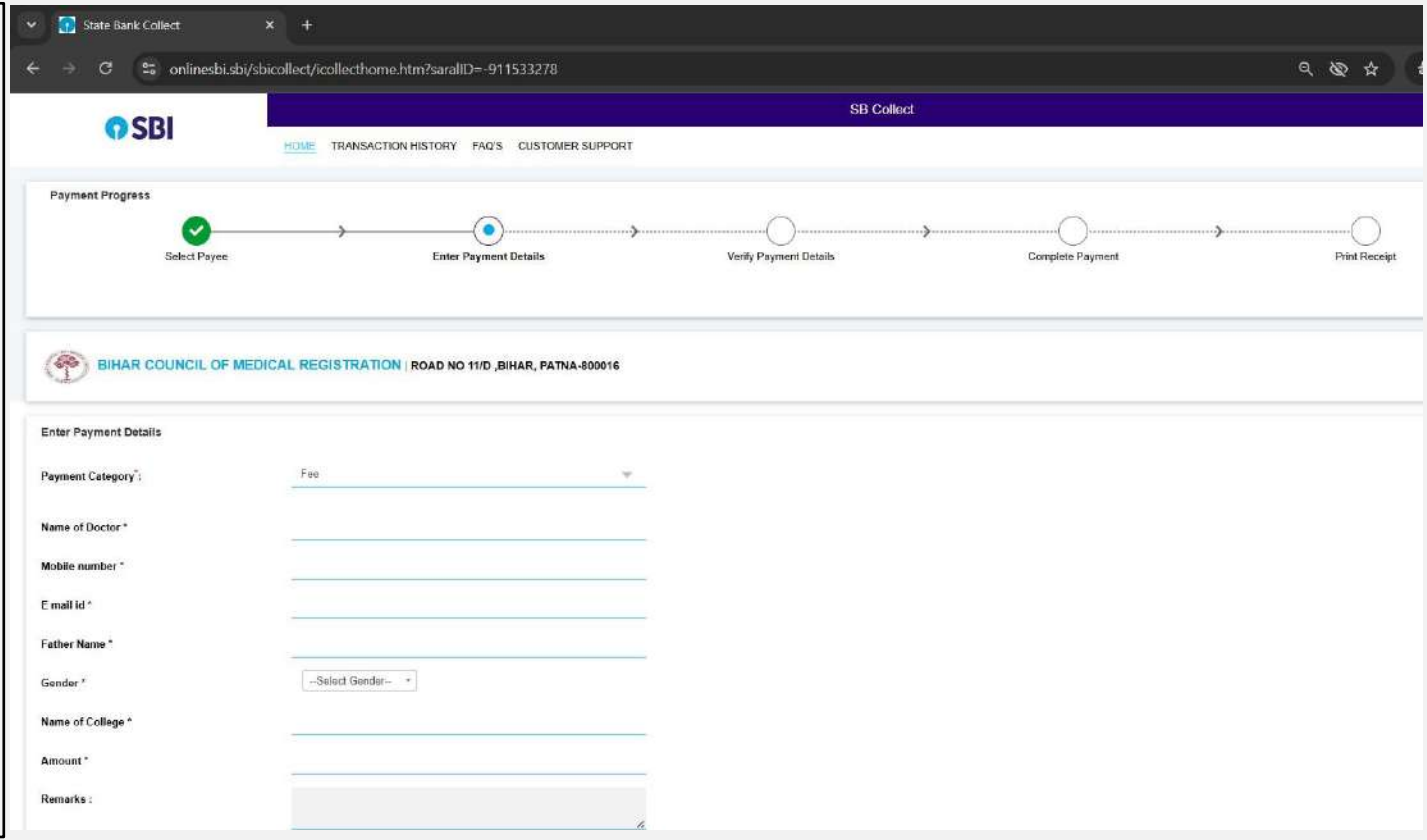
Preview of Fee will be shown at this page, Check your Fees.
Click on **PayNow** button, you will be redirected to the payment page.
Total Fee will be calculated automatically, and enter the same amount in the Payment page of SBI Collect.
Do not make double payment in any case.



SB COLLECT PAY APPLICATION FEE

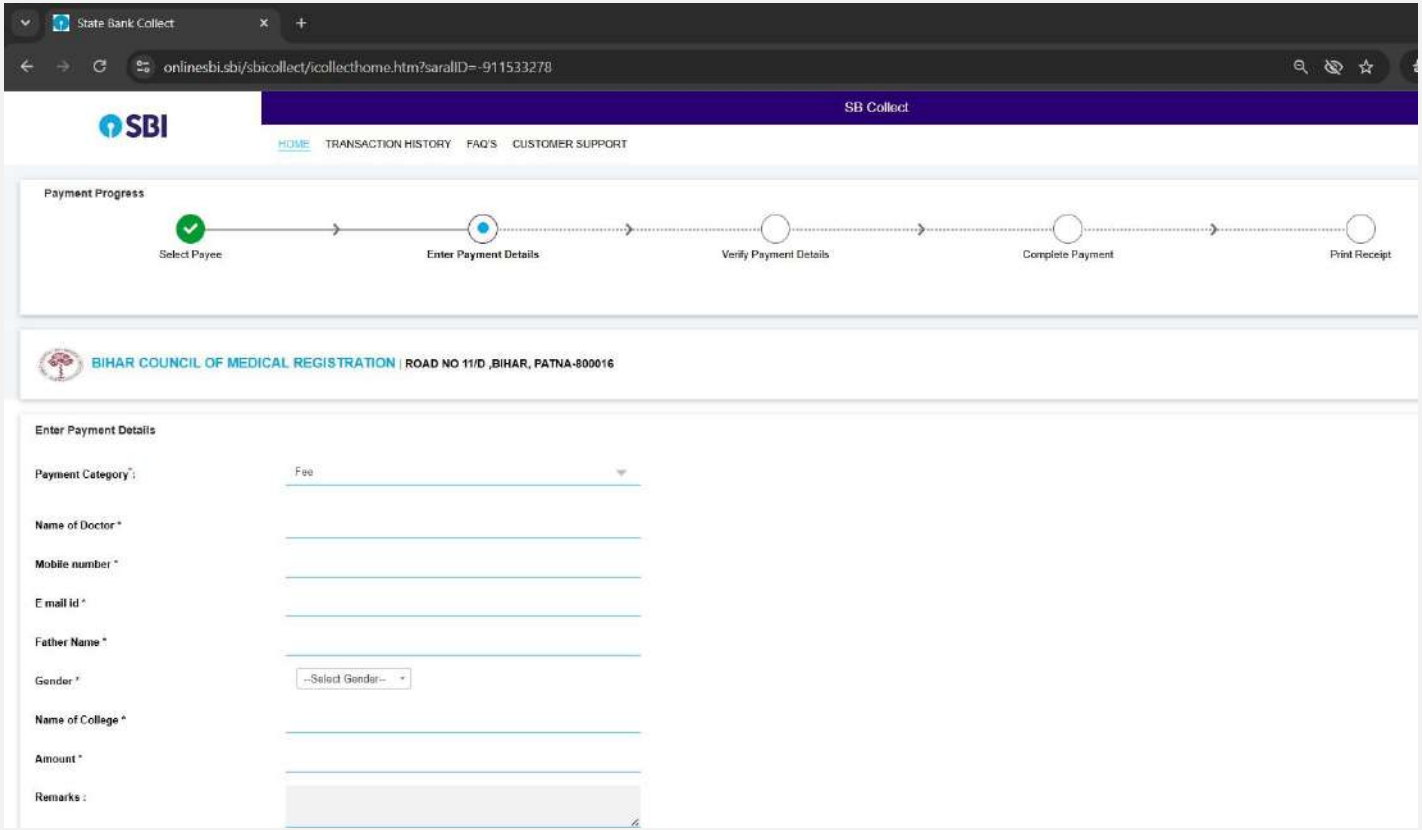
All Fees will be paid through SBI Collect.
Fill all the required information.
Enter Amount as shown in the Previous option.

Enter the same mobile number and email id for proper communication.
Payment details will be shared only through registered email id and mobile number.
In Remarks Section, Please enter the Application Type for which you are making the payment.



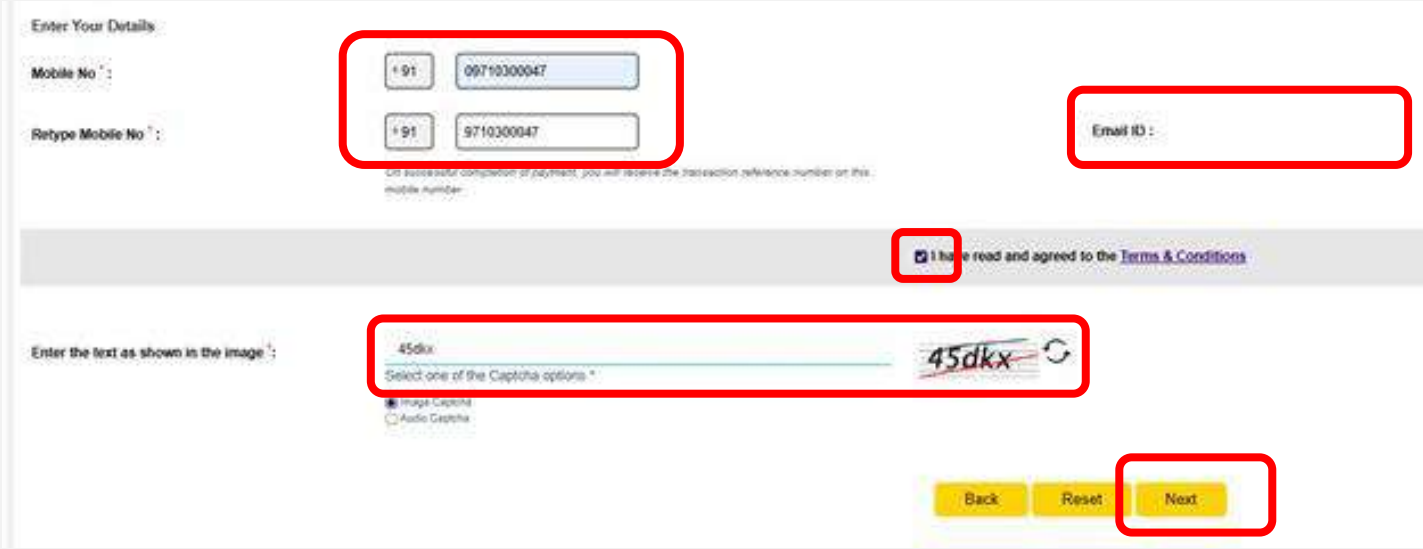
ENTER PAYMENT DETAILS

All Fees will be paid through SBI Collect.
Fill all the required information.
Enter Amount as shown in the Previous option.



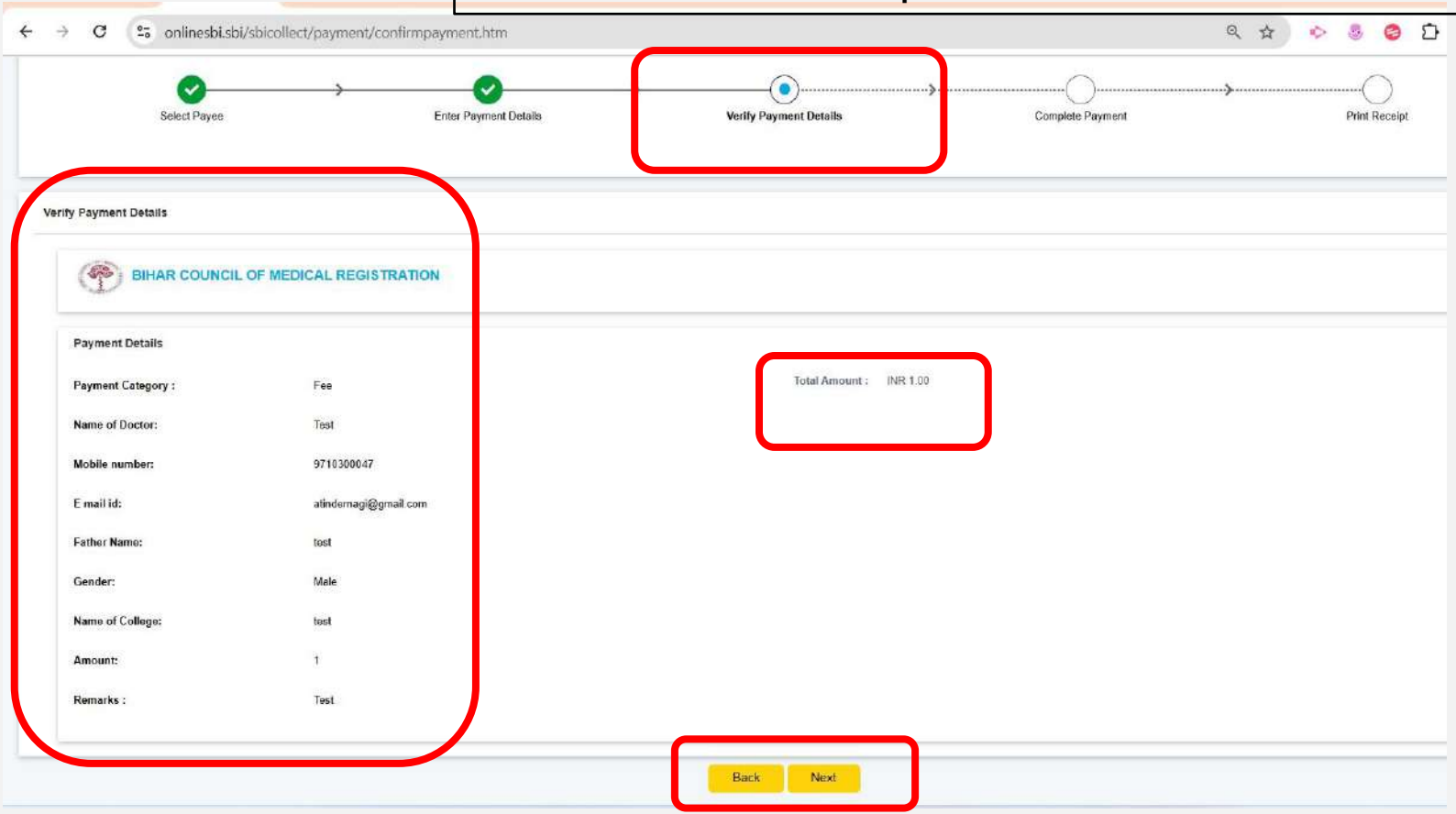
ENTER PAYMENT DETAILS

Enter Mobile number again and Retype the same.
Enter Email Id and tick the check box (I have read and agreed to the Terms & Conditions.
Enter Captcha Code and press Next button.



VERIFY PAYMENT DETAILS

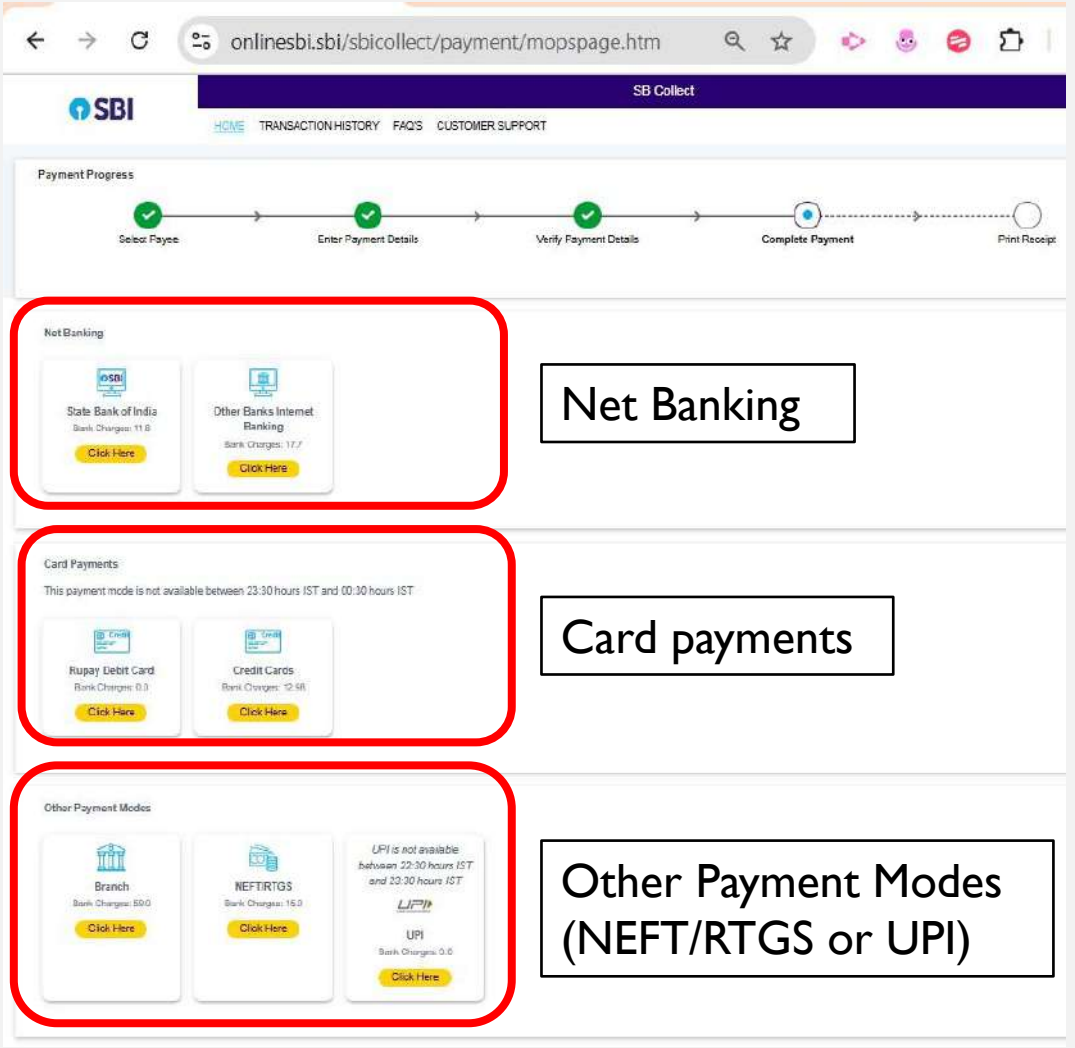
Verify the Entered Payment Details, If correction required press Back button.
If all details are correct, press Next button.



COMPLETE PAYMENT

Complete your Payment, by choosing any payment method from the options as

- Net Banking
- Card payments
- Other Payment Modes (NEFT/RTGS or UPI etc)



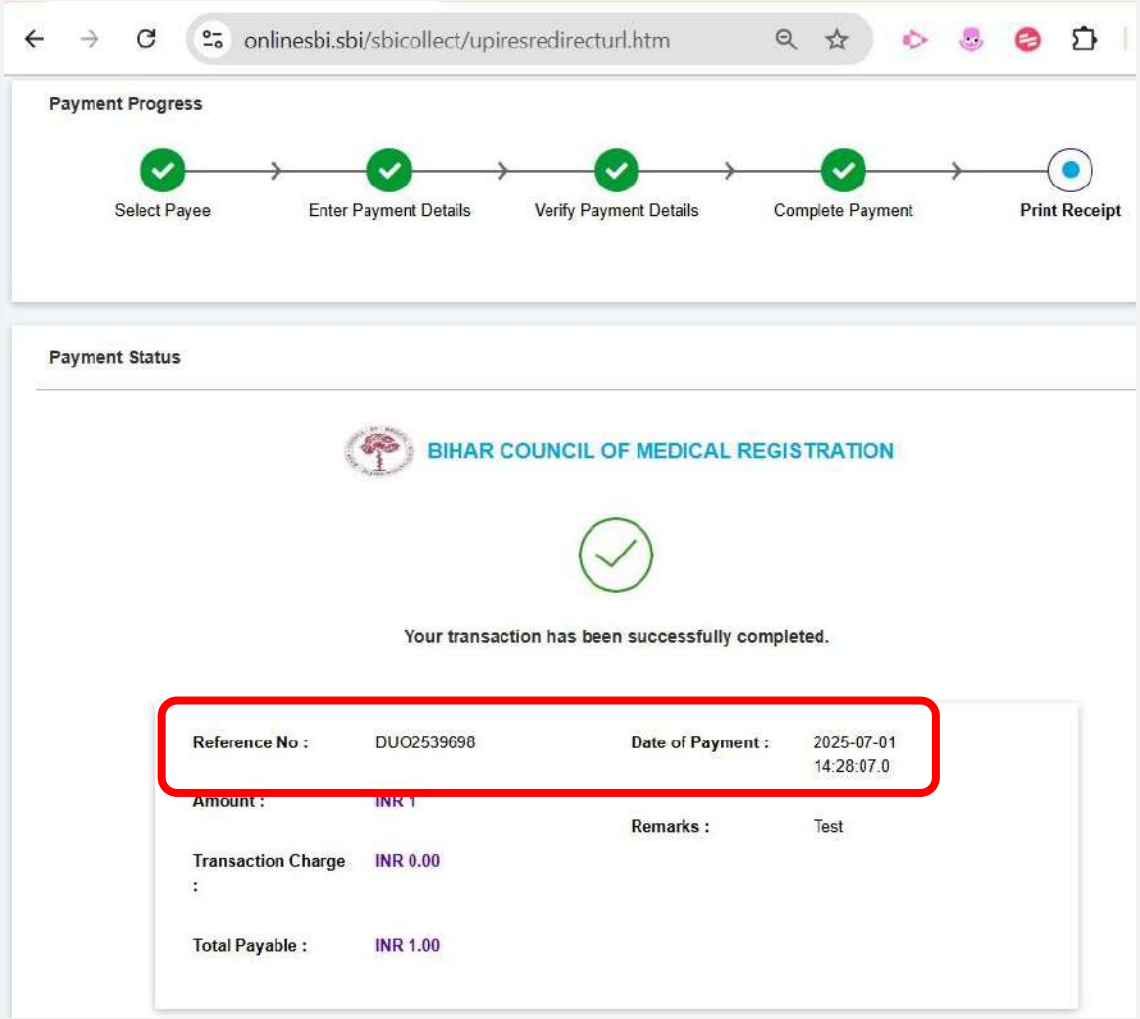
Net Banking

Card payments

Other Payment Modes (NEFT/RTGS or UPI)

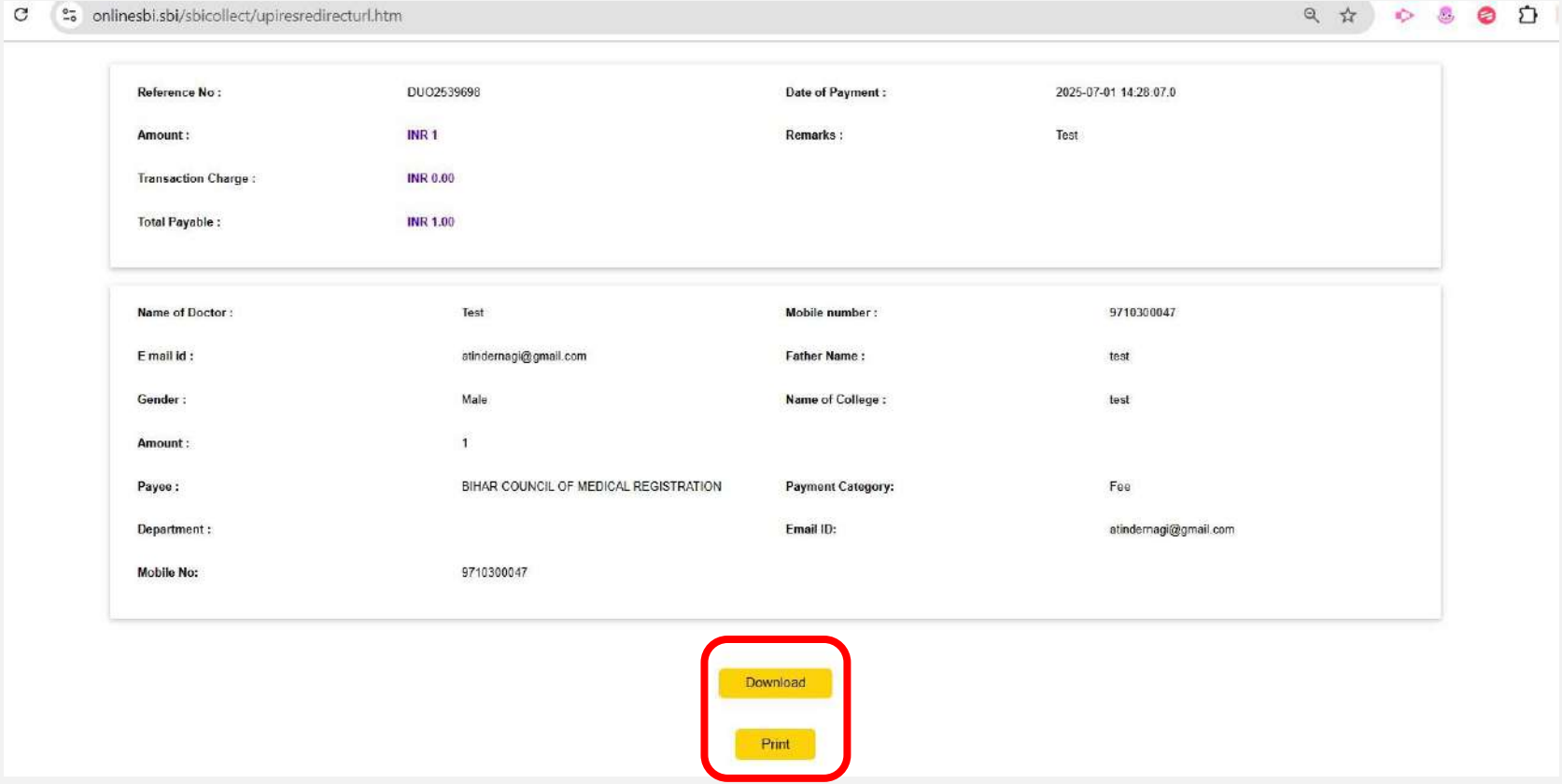
PRINT RECEIPT

After transaction is completed successfully, Payment Receipt is generated with Transaction Reference Number and Date of Payment.
Keep these details and Payment Receipt for any future Reference.



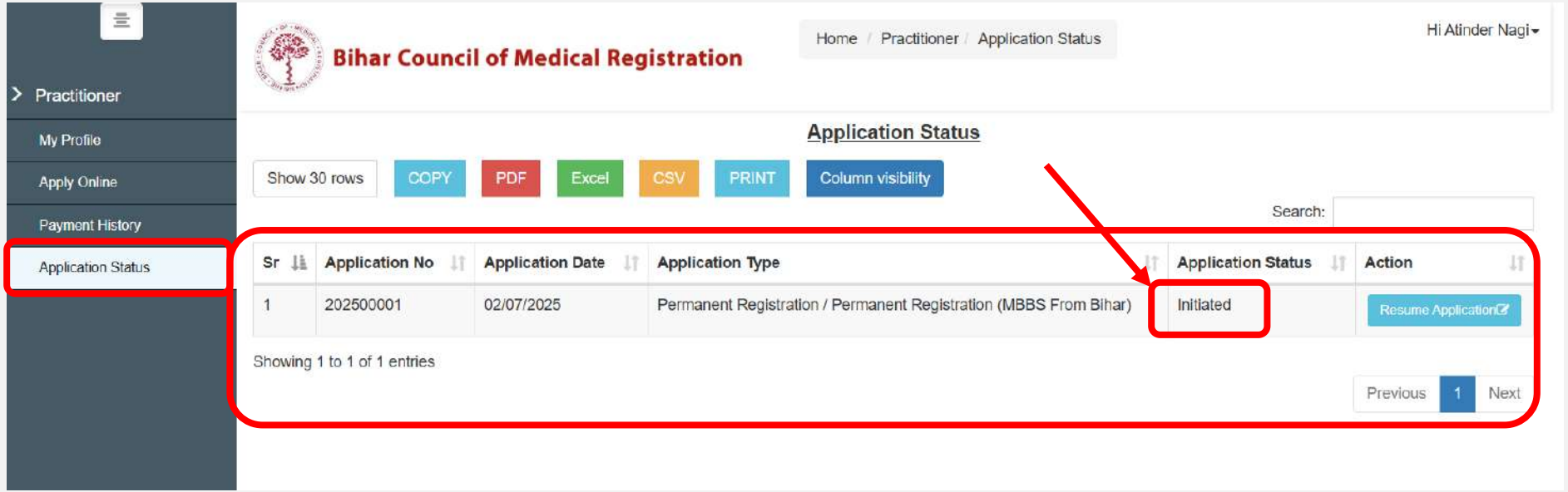
PRINT RECEIPT

Download or Print this Payment Receipt and as this have to be uploaded on the Online Registration portal of BCMR in the Application Status Option.



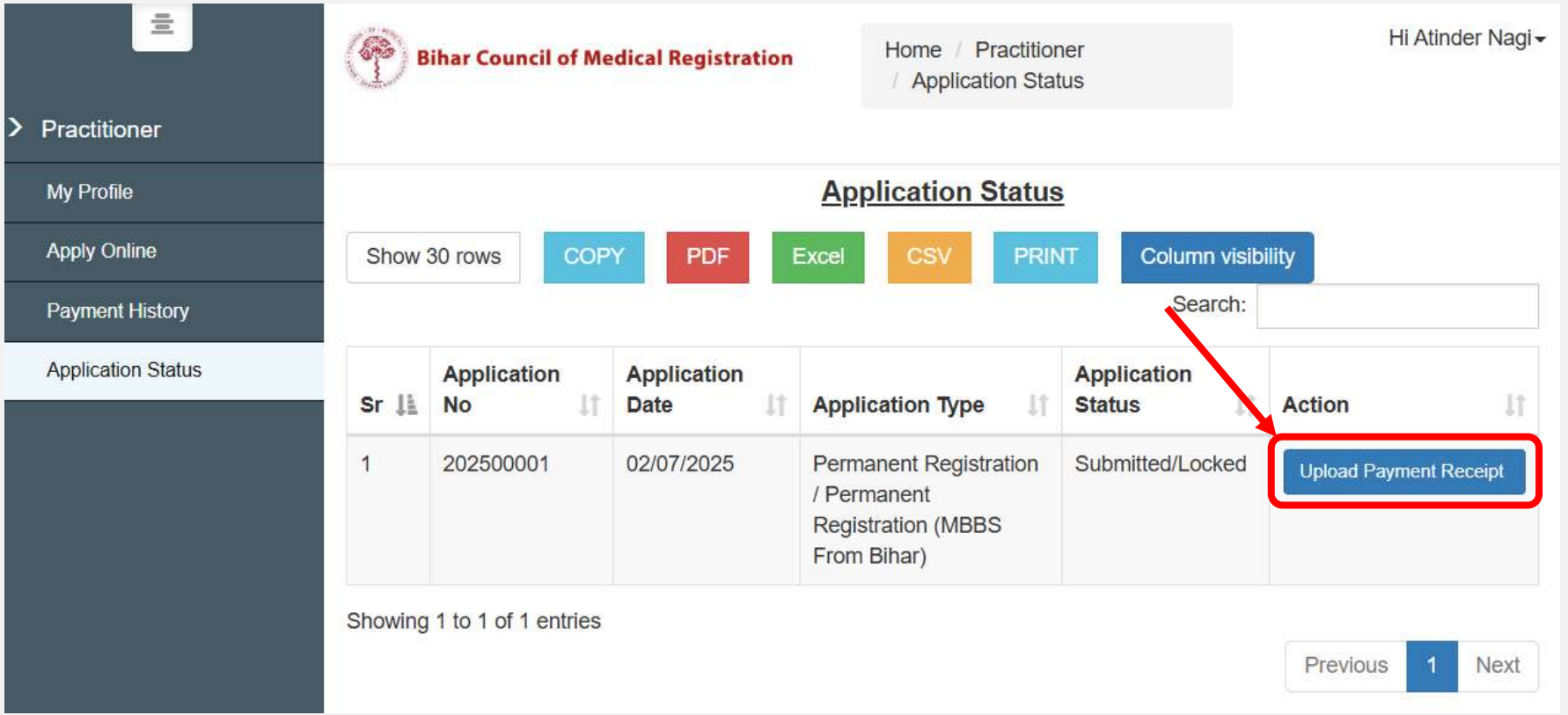
APPLICATION STATUS

- Detail of all the Application applied through this portal, along with Application No., Date, Type and current Status of the Applications will be shown here in Application Status option.
- You can resume any Application if left incomplete.
- Application will be Resume where it was left previously.



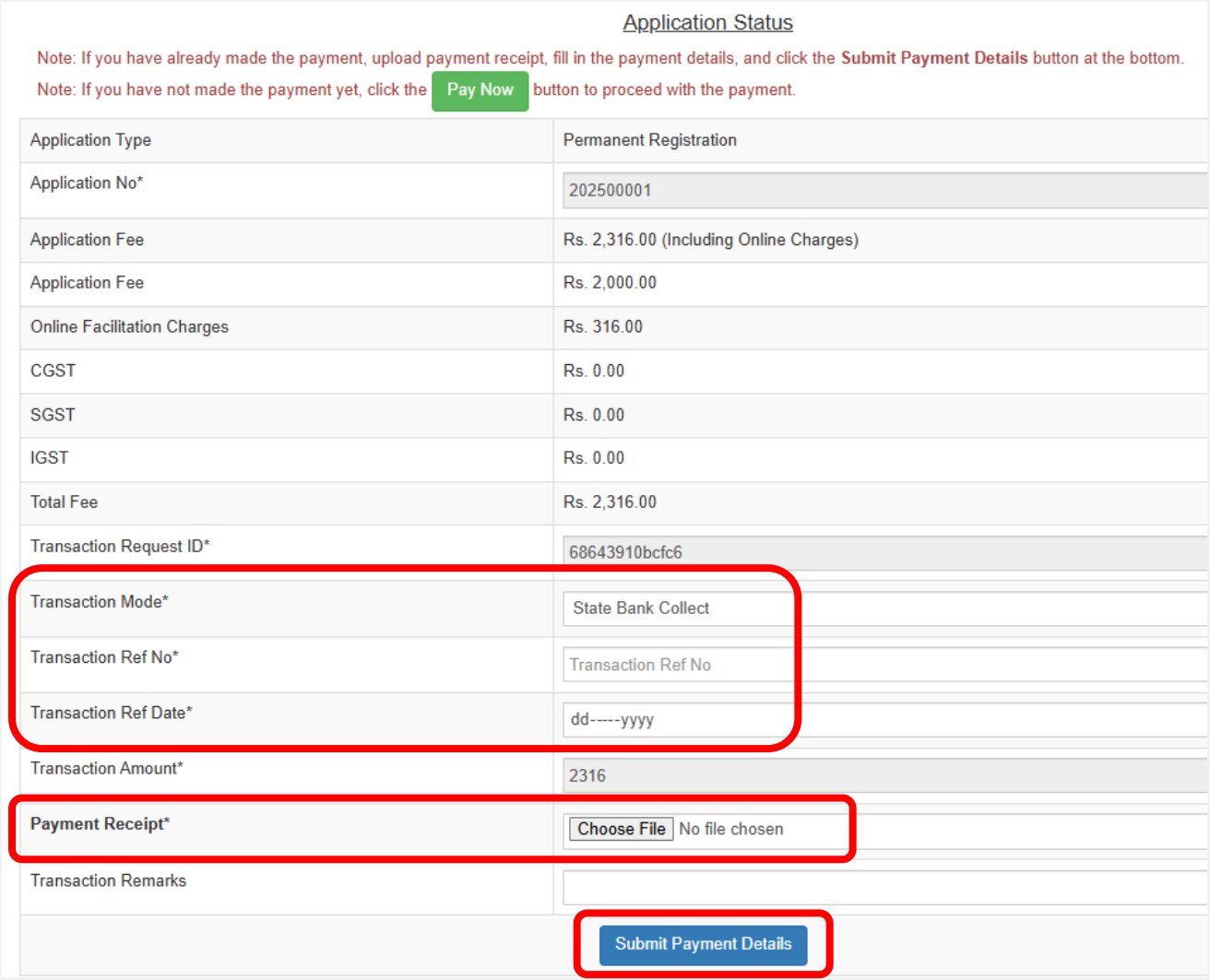
APPLICATION STATUS

- After successful payment, Upload Payment Receipt at Application Status option.
- Press Upload Payment Receipt button to proceed further.



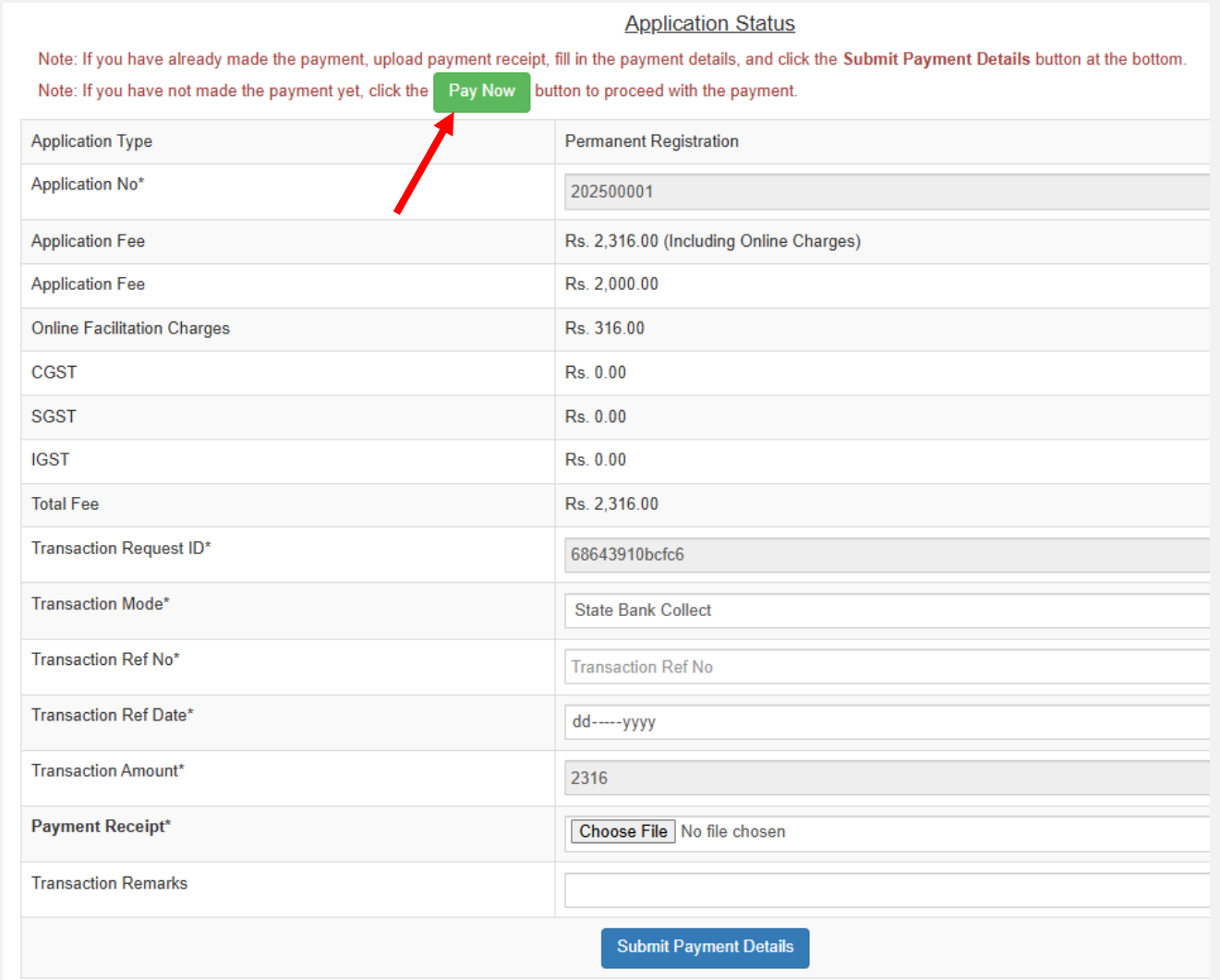
APPLICATION STATUS

- If your previous transaction was completed successfully, enter required details (Transaction Mode, Transaction Ref. No. and Date etc) in the form and upload your payment receipt with remarks.
- Press Submit Payment Details button at the bottom



APPLICATION PAYMENT STATUS

- If your previous transaction was not completed, Click on the PayNow button and complete your transaction through SBI Collect.
- Follow the same steps to upload the Payment Details and Payment Receipt.



Application Status

Note: If you have already made the payment, upload payment receipt, fill in the payment details, and click the **Submit Payment Details** button at the bottom.

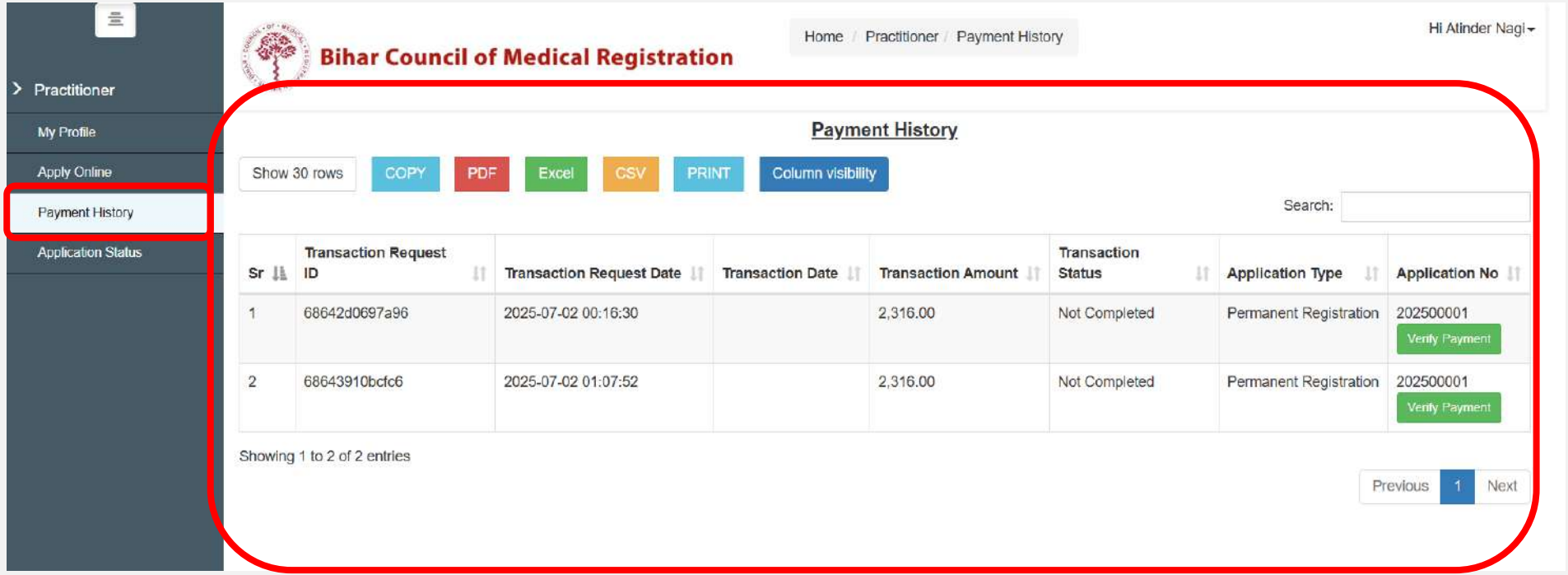
Note: If you have not made the payment yet, click the Pay Now button to proceed with the payment.

Application Type	Permanent Registration
Application No*	202500001
Application Fee	Rs. 2,316.00 (Including Online Charges)
Application Fee	Rs. 2,000.00
Online Facilitation Charges	Rs. 316.00
CGST	Rs. 0.00
SGST	Rs. 0.00
IGST	Rs. 0.00
Total Fee	Rs. 2,316.00
Transaction Request ID*	68643910bcfc6
Transaction Mode*	State Bank Collect
Transaction Ref No*	Transaction Ref No
Transaction Ref Date*	dd-----yyyy
Transaction Amount*	2316
Payment Receipt*	Choose File No file chosen
Transaction Remarks	

Submit Payment Details

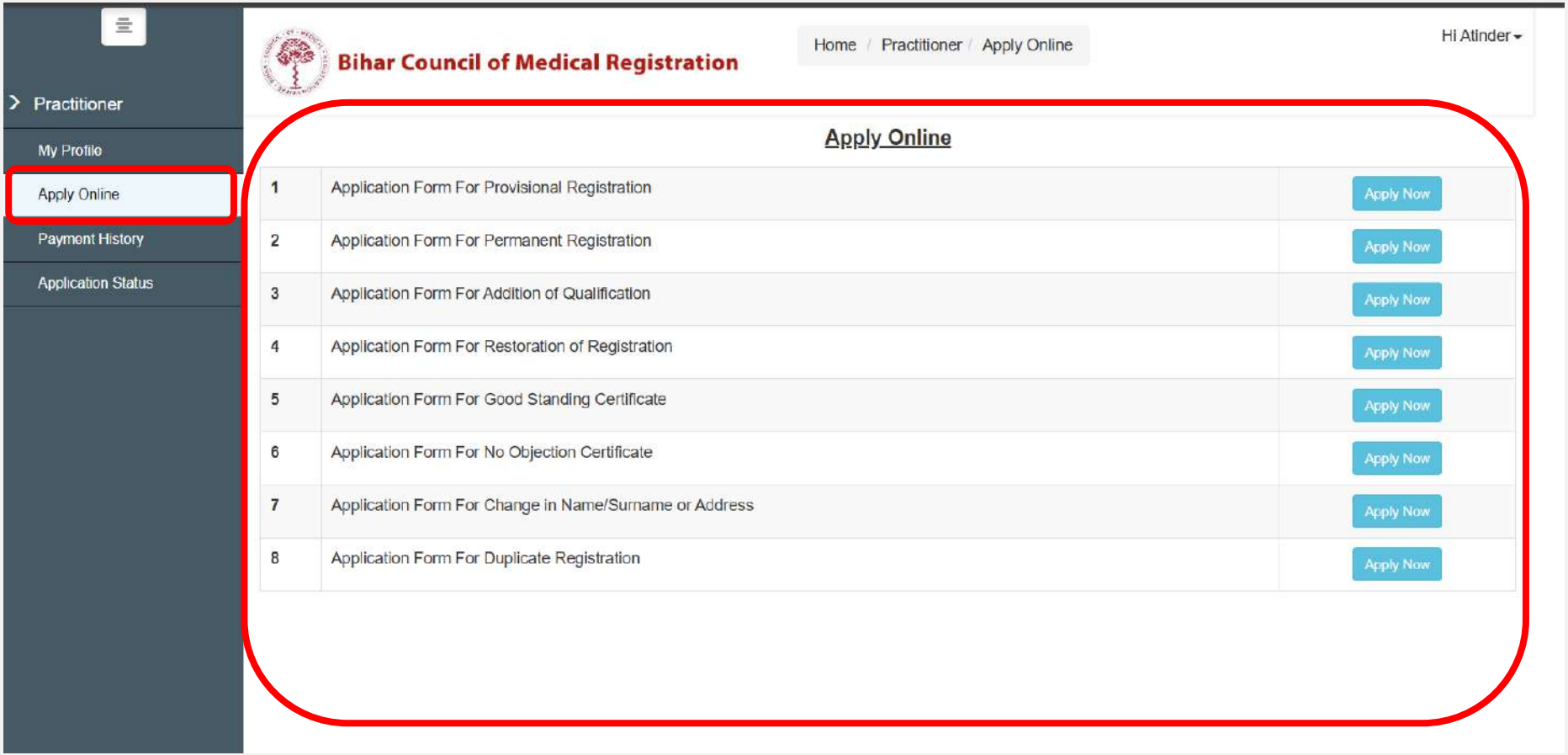
PAYMENT HISTORY

In Payment History List of All previous transaction will be displayed along with the Transaction date, Amount and Status of the transaction.



APPLY ONLINE

Similarly, you can apply for any application from the given list through Apply Online option.



Thank You!