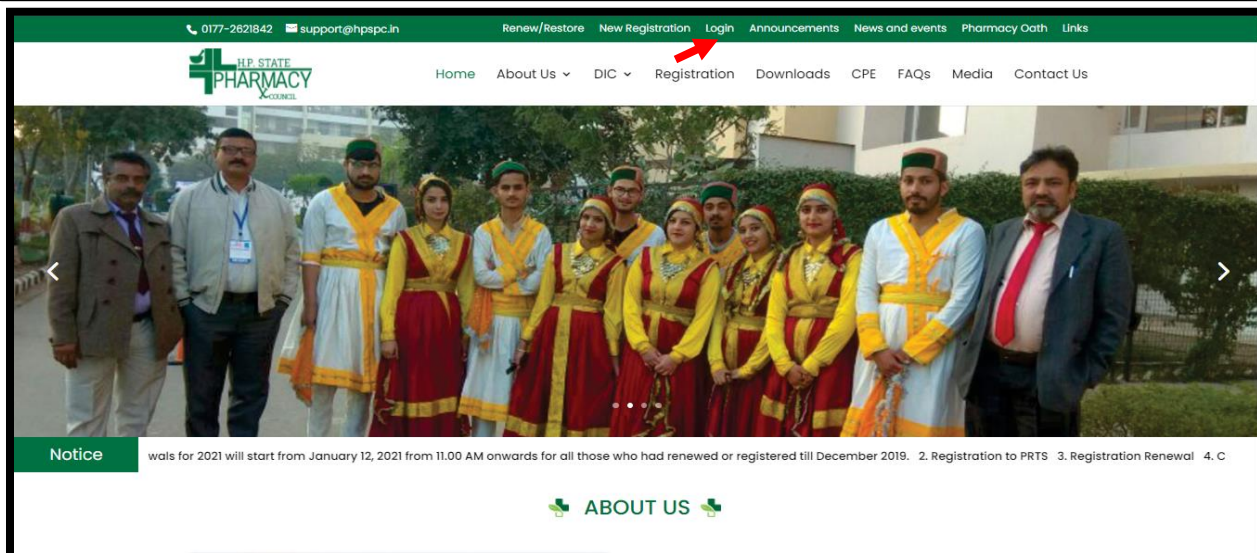


User Manual For Additional Qualification

Step 1: Go to the URL <https://hpspc.org>. Click on the “Login” button.



Step 2: A Login screen will open. Fill out your login details, click on the “Login” button.

The screenshot shows the login page of the HPSPC Pharmacist Registration & Renewal System. The page has a green header with the HPSPC logo and the text 'Himachal Pradesh State Pharmacy Council' and 'Pharmacist Registration & Renewal System'. Below the header, there is a welcome message: 'Welcome to HPSPC Pharmacist Registration & Renewal System'. The login form consists of three input fields: 'Email ID' with a placeholder 'Enter Email ID', 'Password' with a placeholder 'Enter Password', and 'Captcha Code' with a placeholder 'Enter Captcha'. To the right of the captcha input is a captcha image showing the text 'M8BP6I' and a 'Refresh' button. Below the input fields, there are two links: 'New Registration ? Click Here to Create Login' and 'Forget Password ? Click Here to Get Password'. At the bottom of the form, there is a green 'Login' button, which is pointed to by a red arrow. Below the login button, there is a light blue footer bar with the text: 'Contact our support team on +91 7888850475 for technical support.'

Step 3: After login, the Applicant's **Profile** will display on the screen.

The screenshot shows the user profile page for Mr. Sumit Kumar Ghada. The left sidebar contains navigation links: > Practitioner, My Profile, Application Status, Payment History, and Apply Online. The main content area displays the user's profile information, including a placeholder for a profile picture, name, contact details, and various identification numbers (Aadhar No., Passport No.). It also shows registration details: Registration No. 12345, Registration Date 18/06/2018, Last Renewed Date 03/01/2019, and Fee Paid Upto. An 'Edit Profile' button is located in the top right corner.

Step 4: Now click on the “**Apply Online**” tab to get the list of applications that are available for applying. The applicant will click on “**Apply Now**” option of the **Application Form for Additional Qualification Application (Form D)** from the listed applications.

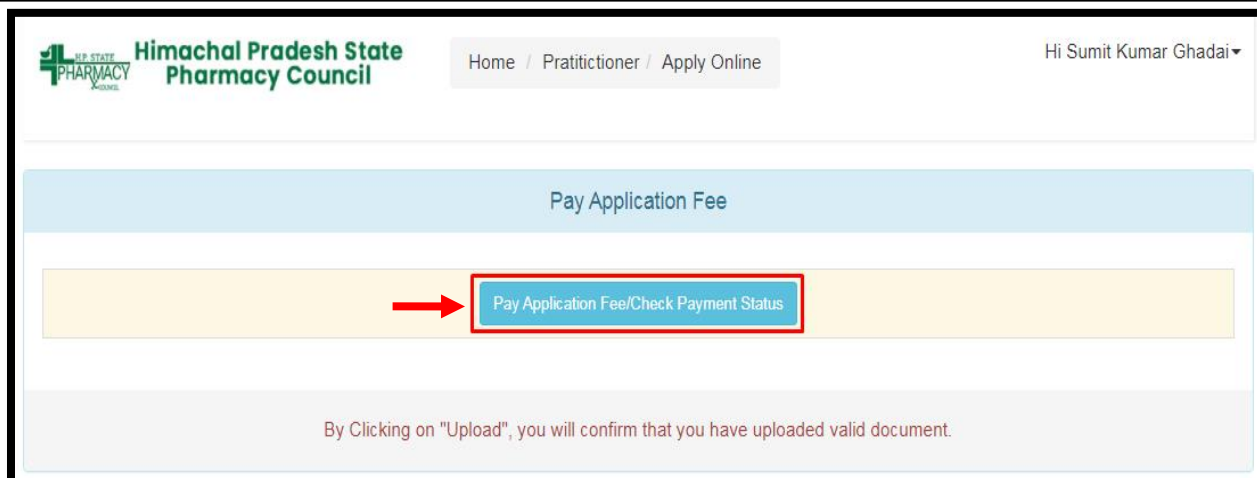
The screenshot shows the 'Apply Online' page with a list of application forms. The left sidebar is the same as in Step 3, but the 'Apply Online' link is highlighted. The main content area has a heading 'Apply Online' and a table with 7 rows of application forms. Each row has an 'Apply Now' button. A red arrow points to the 'Apply Now' button for the 'Application Form For Additional Qualification Application (Form D)'.

1	Application Form For Renewal Application	Apply Now
2	Application Form For Restoration Application	Apply Now
3	Application Form For New Registration Application	Apply Now
4	Application Form For Additional Qualification Application (Form D)	Apply Now
5	Application Form For Good Standing Application	Apply Now
6	Application Form For Migration Application	Apply Now
7	Application Form For Cancellation Application	Apply Now

Step 5: A form will appear on the screen. Enter your **Additional Qualification** details and save the information by clicking on the “**Save**” button.

The screenshot shows the 'Application For Additional Qualification Application (Form D)' form. The left sidebar is the same as in Step 3, but the 'Apply Online' link is highlighted. The main content area has a heading 'Application For Additional Qualification Application (Form D)' and a form with four input fields: 'Recognised Qualification', 'College Name', 'University Name', and 'Year of Passing'. Below the form are 'Save' and 'Reset' buttons. A red arrow points to the 'Save' button. At the bottom, a message states: 'By Clicking on "Save", you will confirm that you have filled valid information.'

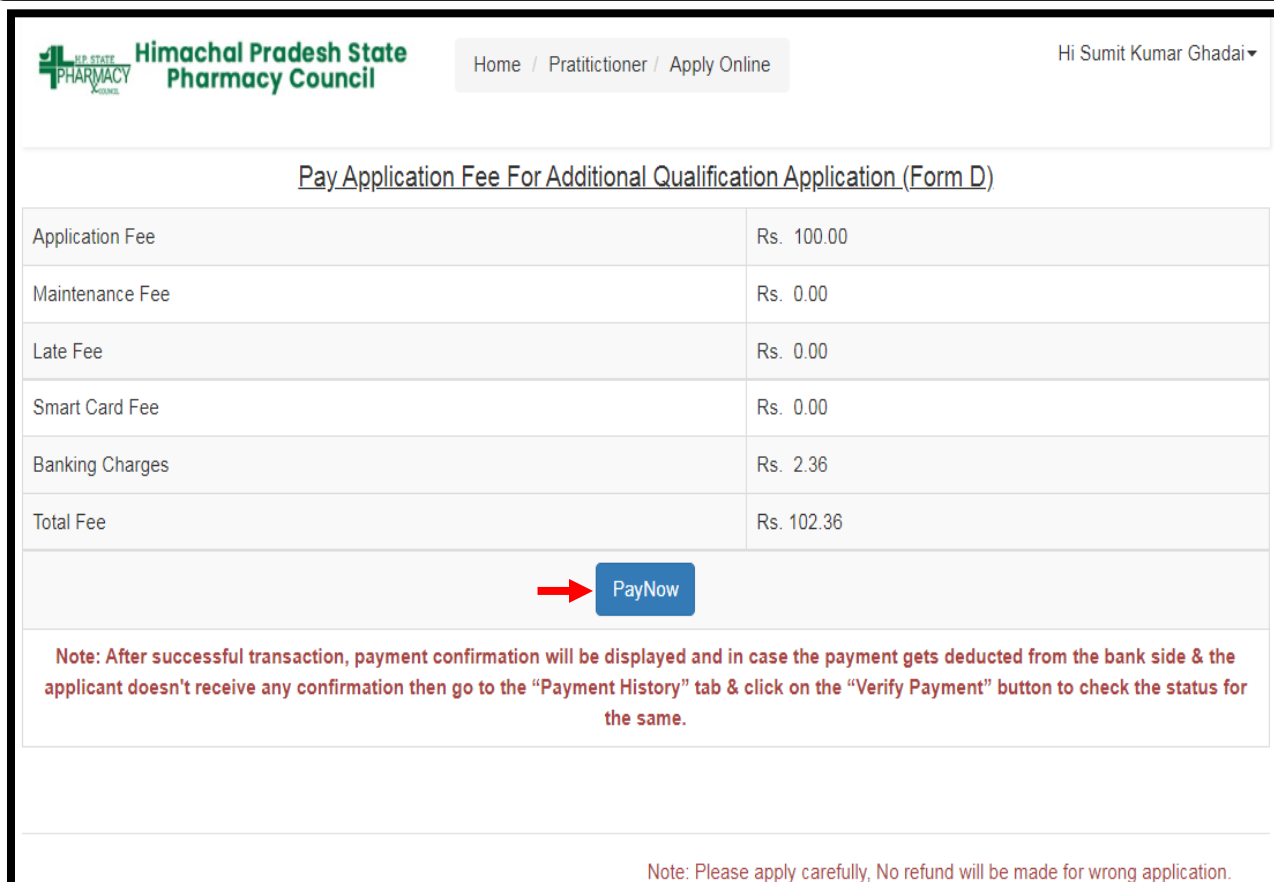
Step 6: Now click on “Pay Application Fee/Check Payment Status” button to pay or check the last payment status for the same application.



The screenshot shows the top navigation bar with the Himachal Pradesh State Pharmacy Council logo, the text 'Himachal Pradesh State Pharmacy Council', and the user 'Hi Sumit Kumar Ghadai'. Below the navigation bar, there is a light blue header with the text 'Pay Application Fee'. In the center, there is a yellow button labeled 'Pay Application Fee/Check Payment Status' which is highlighted with a red border and a red arrow pointing to it. Below the button, there is a light gray footer with the text 'By Clicking on "Upload", you will confirm that you have uploaded valid document.'

Step 7: Thereafter, Payable amount will display on the screen. Click on the “Pay Now” option to continue with the Payment.

Note: Please apply carefully. No refund will be made for the wrong application.



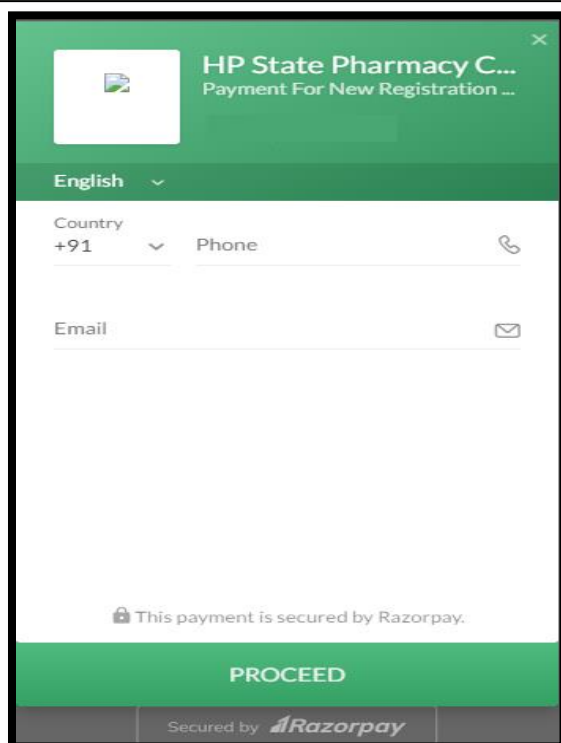
The screenshot shows the top navigation bar with the Himachal Pradesh State Pharmacy Council logo, the text 'Himachal Pradesh State Pharmacy Council', and the user 'Hi Sumit Kumar Ghadai'. Below the navigation bar, there is a light blue header with the text 'Pay Application Fee For Additional Qualification Application (Form D)'. Below the header, there is a table with the following data:

Application Fee	Rs. 100.00
Maintenance Fee	Rs. 0.00
Late Fee	Rs. 0.00
Smart Card Fee	Rs. 0.00
Banking Charges	Rs. 2.36
Total Fee	Rs. 102.36

Below the table, there is a blue button labeled 'PayNow' which is highlighted with a red border and a red arrow pointing to it. Below the button, there is a light gray footer with the text 'Note: After successful transaction, payment confirmation will be displayed and in case the payment gets deducted from the bank side & the applicant doesn't receive any confirmation then go to the "Payment History" tab & click on the "Verify Payment" button to check the status for the same.'

Note: Please apply carefully, No refund will be made for wrong application.

Step 8: The **Payment Portal** screen will open where the applicant will enter his/her *Registered Mobile Number & Email*. Then, click on the **"Proceed"** option.



HP State Pharmacy C...
Payment For New Registration ...

English

Country
+91 Phone

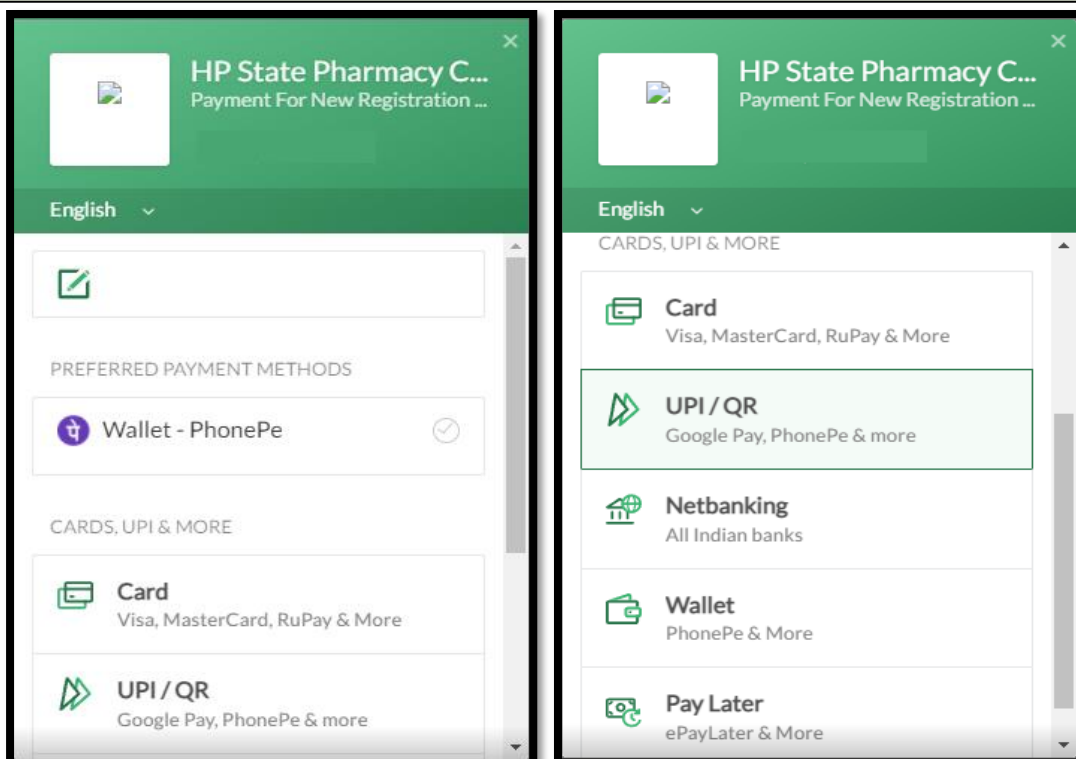
Email

This payment is secured by Razorpay.

PROCEED

Secured by Razorpay

Step 9: The applicant will be redirected to the Payment Gateway. Pay the application fee by using **Wallet-PhonePe, Cards, UPI/QR, Netbanking & Pay later.**



HP State Pharmacy C...
Payment For New Registration ...

English

PREFERRED PAYMENT METHODS

Wallet - PhonePe

CARDS, UPI & MORE

Card
Visa, MasterCard, RuPay & More

UPI / QR
Google Pay, PhonePe & more

HP State Pharmacy C...
Payment For New Registration ...

English

CARDS, UPI & MORE

Card
Visa, MasterCard, RuPay & More

UPI / QR
Google Pay, PhonePe & more

Netbanking
All Indian banks

Wallet
PhonePe & More

Pay Later
ePayLater & More

Step 10: After Submitting the Fees, the **Payment Details of that Application** will appear on the screen.

Click on the **“Re-Check Application”** button in case of any doubt. Simply take a printout of payment detail & then, click on **“Submit/Lock Application”** option to take final printout of your application as mentioned in **Step 12**.

The screenshot shows the Himachal Pradesh State Pharmacy Council website. The user is logged in as 'Hi Sumit Kumar Ghadai'. The page title is 'Payment Detail For Additional Qualification Application (Form D)'. A table displays the following information:

Application No	202200028
Application Type	Additional Qualification Application (Form D)
Transaction Amount	102.36
Transaction Status	Payment Successfull
Transaction DateTime	2022-01-13 01:43:14pm

Below the table, there are two buttons: 'Re-Check Application' and 'Submit/Lock Application', both with red arrows pointing to them. A note below the buttons reads: 'Click On 'Submit/Lock Application' Button To Forward It To HPSPC or Click On 'Re-Check Application' Button To Check It Again Before Submitting.'

At the bottom right, there is a 'Print' button and a note: 'Note: Please apply carefully, No refund will be made for wrong application.'

Step 11: If the applicant has clicked on the **“Re-Check Application”** option. It will repeat the same **Process** as mentioned in **Step No. 5, 6** where the applicant can make the required changes by editing the incorrect information.

After re-checking the application, the applicant can take a printout of payment detail & click on **"Submit and Lock the Application"** option to take final printout of your application.

The screenshot shows the Himachal Pradesh State Pharmacy Council website. The user is logged in as 'Hi Sumit Kumar Ghadai'. The page title is 'Payment Detail For Additional Qualification Application (Form D)'. A table displays the following information:

Application No	202200039
Application Type	Additional Qualification Application (Form D)
Merchant ID	
Transaction ID	61fb8e3f754c2
Transaction Reference No	
Transaction Amount	102.36
Transaction Status	Payment Successfull
Transaction DateTime	2022-02-03 01:42:11

Below the table, there is a message: 'Fee Already Paid For This Application, Please Click On 'Submit/Lock Application' Button To Forward It To HPSPC'. Below this message is a 'Submit/Lock Application' button with a red arrow pointing to it.

At the bottom right, there is a 'Print' button and a note: 'Note: Please apply carefully, No refund will be made for wrong application.'

Note: In case the payment gets deducted from the bank side & the applicant doesn't receives confirmation then go to the **“Payment History”** tab & click on the **“Verify Payment”** button to check the status for the same.

The screenshot shows the 'Payment History' page of the Himachal Pradesh State Pharmacy Council. The left sidebar contains navigation links: 'Pratitioner', 'My Profile', 'Application Status', 'Payment History' (selected), and 'Apply Online'. The main content area has a breadcrumb trail 'Home / Pratitioner / Payment History' and a user profile 'Hi Sumit Kumar Ghadai'. Below the header, there's a 'Payment History' section with a 'Show 30 entries' dropdown and a search bar. A table displays two transactions, both with a 'Verify Payment' button highlighted by a red arrow.

Sr	Transaction Request ID	Transaction Request Date	Transaction Date	Transaction Amount	Transaction Status	Application Type	Application No
1	61d5698754ad7	2022-01-10 10:33:49			Not Completed	Additional Qualification Application (Form D)	202200011
2	61d5698cc48d1	2022-01-10 13:07:01			Not Completed	Additional Qualification Application (Form D)	202200011

Showing 1 to 2 of 2 entries

Step 12: Now click on the **“Application Status”** Tab to view the status of the application i.e Approved/Objected/Rejected. Click on **“Print Report”** to view your complete application.

The screenshot shows the 'Application Status' page of the Himachal Pradesh State Pharmacy Council. The left sidebar contains navigation links: 'Pratitioner', 'My Profile', 'Application Status' (selected), 'Payment History', and 'Apply Online'. The main content area has a breadcrumb trail 'Home / Pratitioner / Application Status' and a user profile 'Hi Sumit Kumar Ghadai'. Below the header, there's an 'Application Status' section with a 'Show 30 entries' dropdown and a search bar. A table displays one application, 'Approved', with a 'Print Report' button highlighted by a red arrow.

Sr	Application No	Application Date	Application Type	Application Status	Action
1	202200028	13/01/2022	Additional Qualification Application (Form D)	Approved	Print Report

Showing 1 to 1 of 1 entries

Step 13: By clicking on the **"Print "** button, the applicant can take a printout of their application. Click on the **"Go Back"** button to access the application status page.

Note: At the time of the collection of the certificate & smart card the candidate must bring original documents along with the receipts of payment for physical verification.

Himachal Pradesh State Pharmacy Council
Swasthya Bhawan Chotta Shimla to Kusumpti Road Opp. ICICI Bank Kasumpti SDA Commercial Complex
Shimla, Himachal Pradesh 171002
www.hpspc.org Email: dic@hpspc.in

Application For Additional Qualification Application (Form D)
Application No : 202200278 Date : 29/01/2022

Additional Qualification Application Form
Form "D"

To
The Registrar,
H.P. State Pharmacy Council,
Shimla.

Sir,
I beg to apply for the registration of the additional qualification of B PHARMACY Which i have obtained from Hi-Tech Medical College & Hospital, Rourkela in 2022-02 the Diploma or Certificate of the qualification are enclosed herewith. These may be returned as soon as done with.
I am already registered under the Pharmacy Act, 1948 and my registration No is 012345 The prescribed fee of Rs is sent herewith.

Your's faithfully
(Signature of the applicant)

Payment Detail		For Office Use Only
Transaction ID	61f4e10577e5d	
Transaction Amount	102.36	
Transaction Status	Payment Successful	
Transaction DateTime	2022-01-29 12:09:18	

[Go Back](#) [Print](#)

Note: At the time of the collection of the certificate & smart card, the candidate must bring original documents along with the receipts of payment for physical verification.

The applicant can also check his/her application status by scanning the **QR Code** which is available at the top right corner of the form.

Step 14: The applicant can resume the application anytime and re-edit the application until final submission is not done by clicking on the "Application Status" tab from the menu bar and select the **"Resume Application"** button to continue the **Process** as mentioned in **Step 5**.

In **Step 6**, Payment is not required if already paid & take a final printout of your application after submitting your application by clicking on **"Submit/Lock Application"** button as mentioned in **Step 12**.

Himachal Pradesh State Pharmacy Council

Home / Practitioner / Application Status

Hi Sumit Kumar Ghadai

Application Status

Show 30 entries

Sr	Application No	Application Date	Application Type	Application Status	Action
1	202200522	21/01/2022	Additional Qualification Application (Form D)	Initiated	Resume Application

Showing 1 to 1 of 1 entries

Previous 1 Next