

MAHARASHTRA STATE COUNCIL FOR OCCUPATIONAL THERAPY & PHYSIO THERAPY



User Manual for Occupational Therapy & Physio Therapy

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For any Further Assistance Please Contact us on

Technical Support Contact No: 9920137427

OTPT Office Contact No: 022-22620408

Email Id: support@msotptcouncil.org

Getting started for Online Application System visit Web Site www.msotptcouncil.org .



Occupational or Physio Therapy Registration :

- Once you Click on Occupational or Physio Therapy Login user will get the “**Doctor Login**” Page
- Click on Occupational or Physio Therapy Login for “**Registration**”:

User Manual For Occupational Therapy & Physio Therapy

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महाराष्ट्र राज्य व्यवसायोपचार आणि भौतिकोपचार परिषद, मुंबई
MAHARASHTRA STATE COUNCIL FOR OCCUPATIONAL THERAPY & PHYSIOTHERAPY

MAHARASHTRA STATE COUNCIL FOR OCCUPATIONAL THERAPY & PHYSIOTHERAPY
Address: D.M.E.R, 4th Floor, St. Georges Hospital Campus, Maharashtra - Mumbai 400001
Contact Us
Email: otptcouncil@gmail.com
Google Custom Search

Services

- Occupational Therapist Login
- Physiotherapist Login
- Institute Login
- Application Status
- Application User Guide
- Renewal Status

Content

- Circular
- Documents / Downloads
- Tenders
- Disclaimer

CLICK TO PAY NOW

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CHIEF MINISTER

SHRI GIRISH MAHAJAN
EDUCATION MINISTER

DR. SUDEEP KALE
PRESIDENT

DR. JAYASHRI KALE
VICE PRESIDENT(OT)

DR. SANDEEP BHAGAVAT
VICE PRESIDENT(PT)

Click on Occupational or Physio Therapy Login to get started for Submit Application

- Then Click on “ New User ? Register Here”

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New user ? Register here

For New user Click on “New user ? Register Here” to create New Account

- After Clicking on “New User ? Register Here ” User will be redirected to “Create New User Account” Form:

✧ CREATE NEW USER ACCOUNT :

- User should be click on the respective State



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Technical Support Email: support@msotptcouncil.org

Create New User Account

State



- ☐ UG degree obtained from Maharashtra
☐ Outside Maharashtra

Select the "State" for Create New Account

❖ CREATE USER ACCOUNT FOR MSOTPT COUNCIL:

- If user select the "**Maharashtra**" state then user will get the next option i.e. "Do you Have OTPT Registration No".
- If user selected "YES" then user will display other create account information. The "**Create Account**" form is shown in below image.
- Fill up all the field details.



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Campus, Maharashtra - Mumbai 400001

Contact Us
Email: otptocouncil@gmail.com

Google Custom Search

Create New User Account

State ☒ Maharashtra ☐ Other State

Do You Have OTPT Registration No. ☒ Yes ☐ No

Registration No. Registration Date

First Name Mid Name

Last Name

Date Of Birth Mobile No

Email Id/User Name

Note: Password Must Contain At Least One Special Character, One Capital Letter [A-Z], One Integer [1-9], & One Small Letter [a-z] and [8-15] Character in Length..

Password Confirm Password

Hint Question Hint Answer

Create Account

Cancel

- After entering Registration No. And Registration Date user will be able to view there **name and Date of Birth**.
- Click on **"Create Account"** Button for creating credentials .
- After clicking **"Create Account"** user will get Username and Password on your registered Email Id.

Note :- Password must contain At least One Special Character, One Capital Letter[A-Z], One Integer[1-9], One Small Letter[a-z] and [8-15] Character Length.

&

- If user select the OTPT registration No. **"NO"** then user will get the form to **"Create Account"**.
- Fill up all the field details.



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Email: otptcouncil@gmail.com

Google Custom Search

Create New User Account

State ☒ Maharashtra ☐ Other State

Do You Have OTPT Registration No. ☐ Yes ☒ No

First Name Mid Name

Last Name

Date Of Birth Mobile No

Email Id/User Name

Note: Password Must Contain At Least One Special Character, One Capital Letter [A-Z], One Integer [1-9], & One Small Letter [a-z] and [8-15] Character in Length..

Password Confirm Password

Hint Question Hint Answer

Create Account

Cancel

- All filled the fields click on **"Create Account"**.
- After clicking **"Create Account"** user will get Username and Password on your registered Email Id.
- There is not mandatory the **Registration No** and **Registration Date** for Create Account.

Note :- Password must contain At least One Special Character, One Capital Letter[A-Z], One Integer[1-9], One Small Letter[a-z] and [8-15] Character Length.

❖ CREATE NEW USER ACCOUNT FOR OTHER STATE :

- If user select the **Other State** then user must have choose the particular state and OTPT Registration No. And Date.
- After entering Registration No. And Registration Date user will be able to view there **name and Date of Birth**.

- If user select the OTPT Registration No “YES” then filled the all fields and click on the “Create Account” Button.

The screenshot shows the 'Create New User Account' form for the Maharashtra State Council for Occupational Therapy & Physiotherapy. The form includes the following fields and annotations:

- State:** Radio buttons for 'Maharashtra' and 'Other State'.
- Other State:** A dropdown menu showing 'Andhra Pradesh'. A red arrow points to it with the text 'Select the “State” Here'.
- Do You Have OTPT Registration No.:** Radio buttons for 'Yes' and 'No'.
- Provisional Reg. NO.:** A text input field with a red arrow pointing to it and the text 'Enter the “Provisional Reg. No”'.
- Registration Date:** A date input field with a red arrow pointing to it and the text 'Enter the “Registration Date”'.
- First Name, Last Name, Mid Name:** Text input fields.
- Date Of Birth:** A date input field.
- Mobile No:** A text input field.
- Email Id/User Name:** A text input field.
- Password, Confirm Password:** Text input fields.
- Hint Question, Hint Answer:** A dropdown menu and a text input field.
- Create Account, Cancel:** Two buttons at the bottom.

A note at the bottom of the form states: 'Note: Password Must Contain At Least One Special Character, One Capital Letter [A-Z], One Integer [1-9], & One Small Letter [a-z] and [8-15] Character in Length.'

- All fields are filled then click on “Create Account” .
- After clicking “Create Account” user will get Username and Password on your registered Email Id.
- There is mandatory the Provisional **Registration No** and **Registration Date**.
- While Entering the Registration No. For Provisional Reg No. Remove **PR-** from Registration No.

Note :- Password must contain At least One Special Character, One Capital Letter[A-Z], One Integer[1-9], One Small Letter[a-z] and [8-15] Character Length.

- If user select the **Other State** then user must have choose the particular state and OTPT Registration No.

User Manual For Occupational Therapy & Physio Therapy

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- If user select the OTPT Registration No. “NO” then filled the all fields and click on the “Create Account” Button.

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Google Custom Search

Create New User Account

State ☐ Maharashtra ☒ Other State

Other State

Do You Have OTPT Registration No. ☐ Yes ☒ No

First Name Mid Name

Last Name

Date Of Birth Mobile No

Email Id/User Name

Note: Password Must Contain At Least One Special Character, One Capital Letter [A-Z], One Integer [1-9], & One Small Letter [a-z] and [8-15] Character in Length..

Password Confirm Password

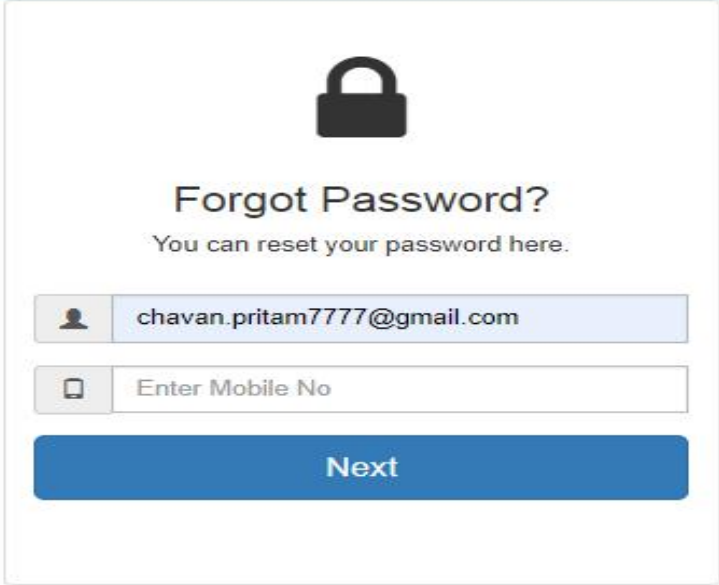
Hint Question Hint Answer

- All filled the fields click on “Create Account” .
- After clicking “Create Account” user will get Username and Password on your registered Email Id.
- There is not mandatory the Provisional **Registration No** and **Registration Date**.

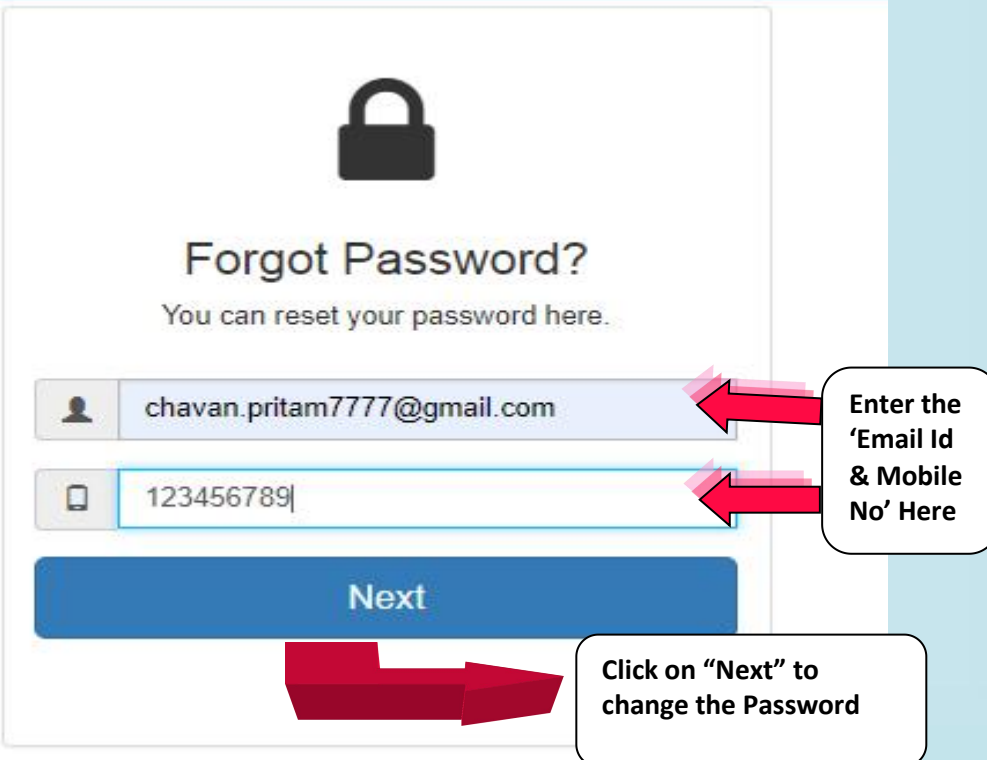
Note :- Password must contain At least One Special Character, One Capital Letter[A-Z], One Integer[1-9], One Small Letter[a-z] and [8-15] Character Length.

❖ For Forgot the Password:

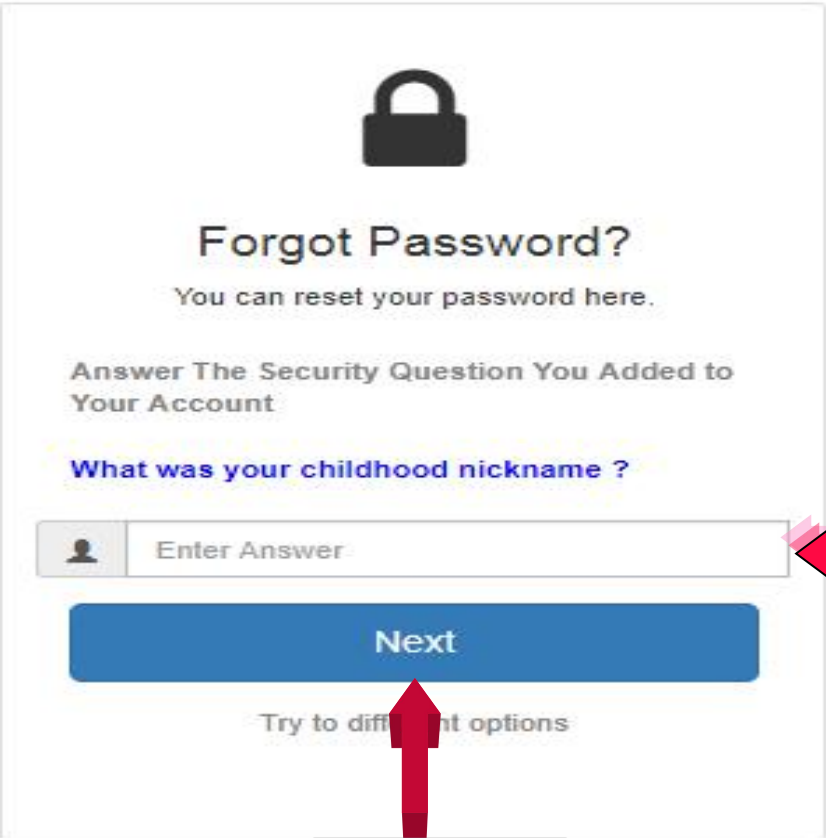
- Click on the **Forgot password**.
- User will be redirect to below page.



- Enter the **Registered mail id** and **Mobile No** then Click on **Next Button**.



- After Click on Next user get the new page i.e. **"Security Question"** page.
- User have answer the Security Question when You Added to Your Account.
- Then Click on **"Next"** Button.



The screenshot shows a 'Forgot Password?' page. At the top is a padlock icon. Below it, the title 'Forgot Password?' is followed by the text 'You can reset your password here.' The next instruction is 'Answer The Security Question You Added to Your Account'. A specific security question is highlighted in yellow: 'What was your childhood nickname ?'. Below this is a text input field with a person icon and the placeholder text 'Enter Answer'. A red arrow points from a callout box to this input field. Below the input field is a blue 'Next' button. A red arrow points from another callout box to this button. Below the button is the text 'Try to different options'.

Forgot Password?
You can reset your password here.

Answer The Security Question You Added to Your Account

What was your childhood nickname ?

Enter Answer

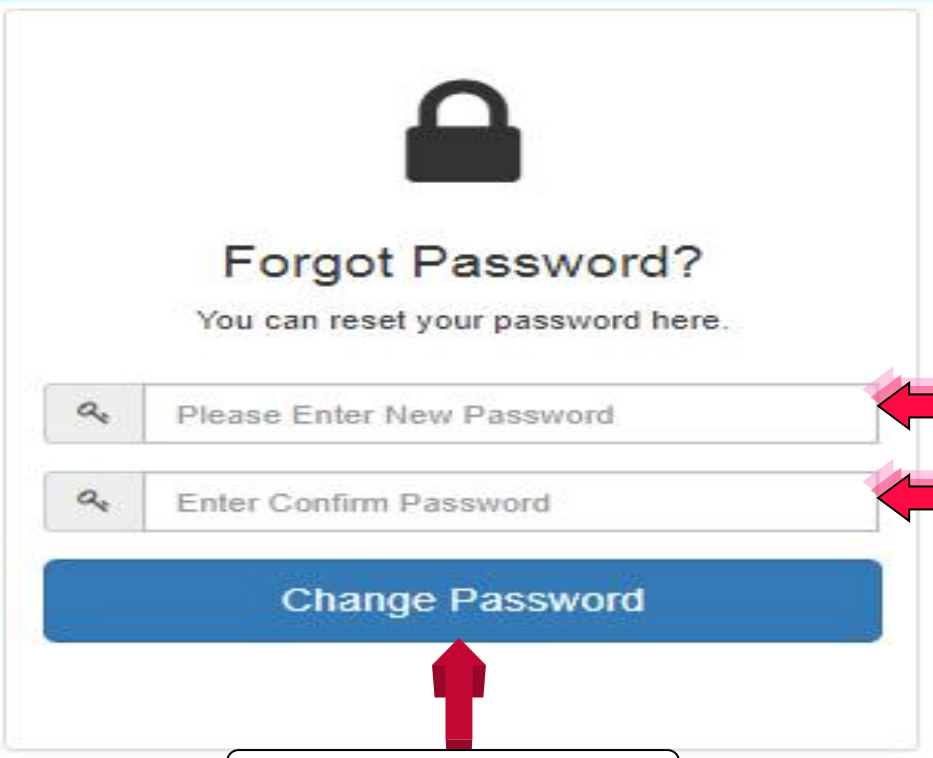
Next

Try to different options

Enter the Answer of the 'Security Question'

Click on 'Next' Button for further process.

- After Click on **"Next"** Button user will get the below page.
- User should enter the **'New Password'** and same enter in the **'Confirm Password'** Field.
- Then Click on **"Change Password"** here User can Reset the Password.



The image shows a 'Forgot Password?' form with a lock icon at the top. Below the title is the text 'You can reset your password here.' There are two input fields: 'Please Enter New Password' and 'Enter Confirm Password'. A blue 'Change Password' button is at the bottom. Annotations with red arrows point to each field and the button.

Forgot Password?
You can reset your password here.

Please Enter New Password

Enter Confirm Password

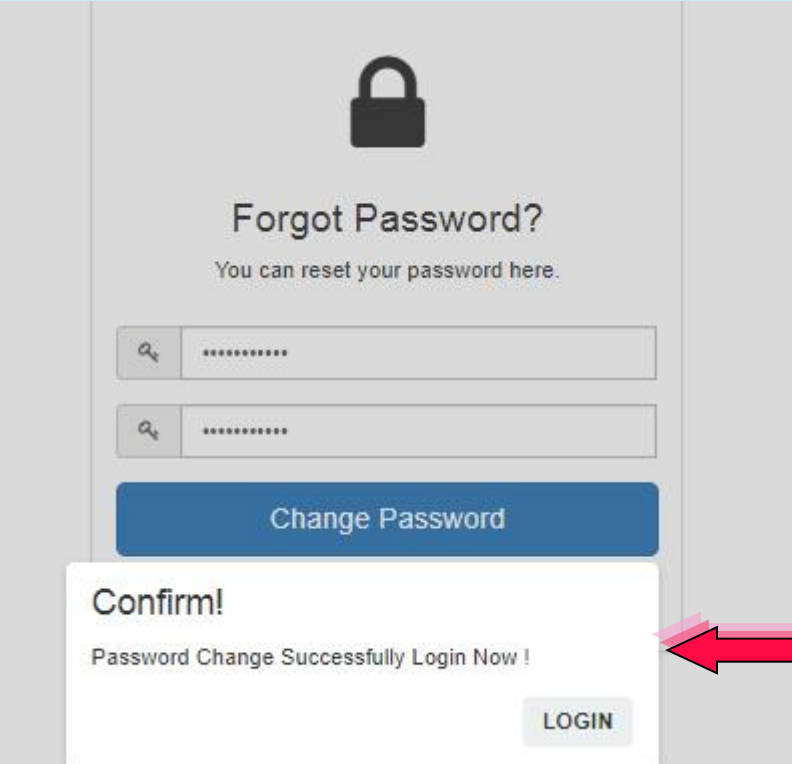
Change Password

Enter here the 'New Password'

Enter here the same Password which you entered as above

Click on 'Change Password'

- After clicking **"Change Password"** User will get the Pop up window I.e. **"Password Changed Successfully"** for Login



The image shows the same 'Forgot Password?' form, but with a success pop-up window at the bottom. The pop-up has the title 'Confirm!' and the message 'Password Change Successfully Login Now !'. A 'LOGIN' button is at the bottom right of the pop-up. An annotation with a red arrow points to the pop-up.

Forgot Password?
You can reset your password here.

.....

.....

Change Password

Confirm!
Password Change Successfully Login Now !

LOGIN

Here 'Password Changed Successfully and Login Now'

Occupational or Physio Therapy Login :

- If user already registered then Click on “Occupational or Physio Therapy Login”

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News & Highlights

- Safe and happy Physiotherapy to all patients and Practitioners (Marathi)
- Safe and happy Physiotherapy to all patients and Practitioners (English)
- Sikkim Maninal Notice

Services

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PRESIDENT

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VICE PRESIDENT(OT)

DR. SANDEEP BHAGAVAT
VICE PRESIDENT(PT)

- After Clicking on **“Occupational or Physio Therapy Login”** user will get new page i.e. **“Doctor Login”** page is shown as below:

The screenshot shows the 'Doctor Login' page of the Maharashtra State Council for Occupational Therapy & Physiotherapy. The page has a header with the council's name in Marathi and English, its address, and contact information. A sidebar on the left lists various services like Permanent Registration, Provisional Registration, etc. The main content area contains the login form with fields for 'Enter Registered Email Id', 'Enter Password', and a captcha image (9134yL). A 'Log in' button is at the bottom. Annotations with red arrows point to the email field ('Enter the Registered Email'), the password field ('Enter the Password'), and the 'Log in' button ('Click Here for 'Login'').

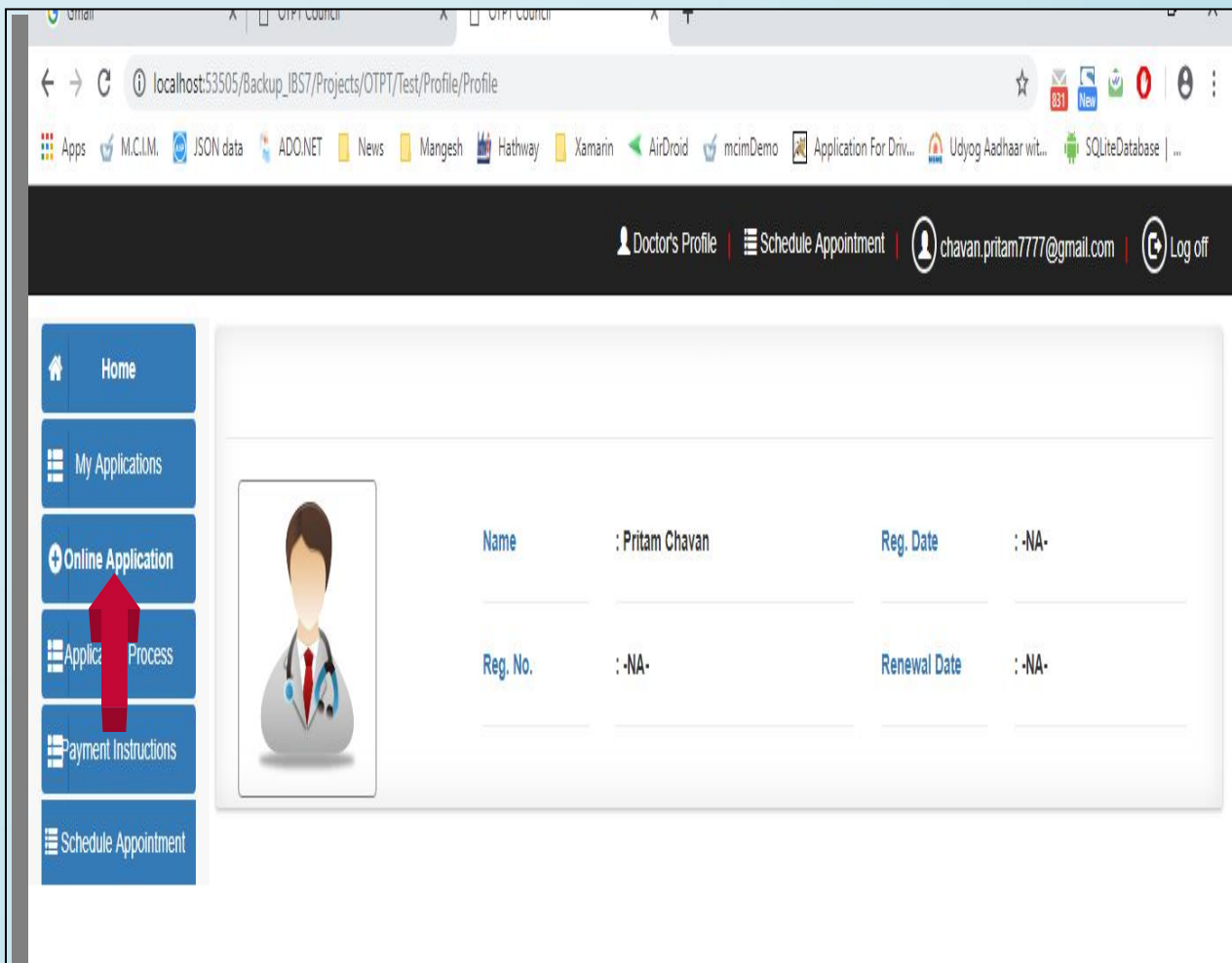
- Enter the **Registered Email Id, Password and Captcha image.**
- Then click on the **Login Button**
- When user Click on Login Button. User will be redirected to below page i.e. **“Doctor's Profile”**.

The screenshot shows the 'Doctor's Profile' page. The top navigation bar includes links for 'Doctor's Profile', 'Schedule Appointment', the user's email 'chavan.pritam7777@gmail.com', and a 'Log off' button. A sidebar on the left contains links for 'Home', 'My Applications', 'Online Application', 'Application Process', 'Payment Instructions', and 'Schedule Appointment'. The main content area displays a doctor's profile card with a placeholder image and the following details:

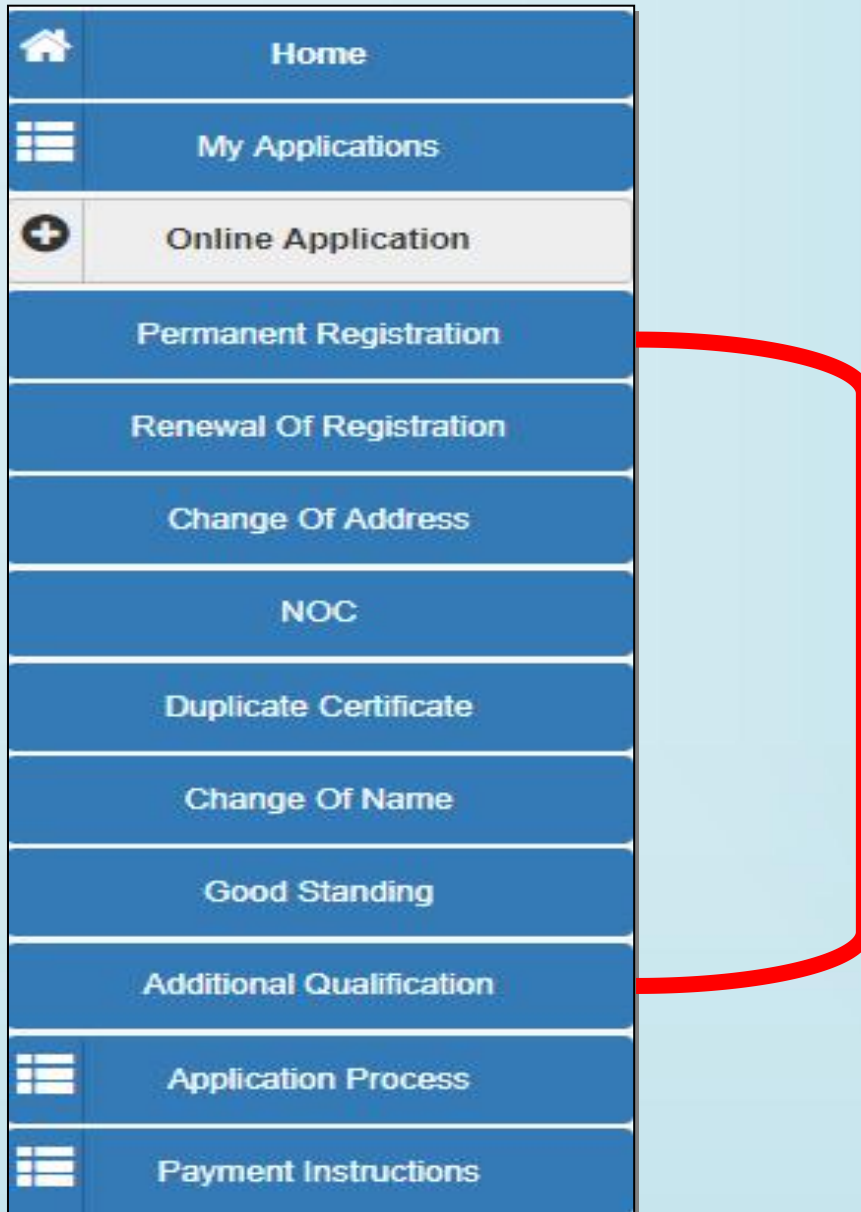
Name	: Pritam Chavan	Reg. Date	: -NA-
Reg. No.	: -NA-	Renewal Date	: -NA-

For Online Application:

- Once you logged in you will be able to view dashboard or doctor's Profile.
- Click on link “**Online Application**” to view all online application Services.



- After Clicking the link **Online Application** user will get the options is shown as below:



❖ For Permanent Registration :

- Click on the **“Permanent Registration”** Button



- After Clicking the **Permanent Registration** user will be redirected to below page I.e. **“Permanent Registration Form”**.

Permanent Registration

Basics DetailsContact DetailsEducations DetailsInternship DetailsAmount & Upload Documents

* Fields Marks With Red Color Are Mandatory

PreviousNext

Registration Details

Application Type
REGISTRATION

Basics Details

Prefix *
Select an Option

First Name
Pritam

Middle Name
Mohan

Last Name
Chavan

Date Of Birth
03/08/1993

Sex *
Select an Option

Marital Status *
Single

Nationality *
Select an Option

Birth Place *
Enter Birth Place

Purpose Of Registration *
Select an Option

First Name (Devnagari) *

Middle Name (Devnagari) *

Last name (Devnagari) *

Name Of Father *
Select an Option

Enter Father First Name

Enter Father Middle Name

Enter Father Last Name

Name Of Mother *
Select an Option

Enter Mother First Name

Enter Mother Middle Name

Enter Mother Last Name

Maiden Name
Select an Option

First Name

Middle Name

Last Name

PreviousNext

After filling the Basic Details Click on 'Next' Button

- Filled all the fields and Click on **“Next”** Button for further process.

NOTE: * Fields Marks With Red Color Are Mandatory*

- After clicking the **Next Button** user will be redirected to the next page i.e. “**Contact Details**”

Permanent Registration

Basics Details

Contact Details

Educations Details

Internship Details

Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous

Next

Contact Details

Clinic Tel.

0123456789

Residential Tel. *

022 123456

Mobile No. *

1234567891

E-Mail *

chavan.pritam7777@gmail.com

Residential Address

Address *

segh

City *

Mumbai

State

Maharashtra

District

Mumbai City

Village/Town

Pin Code *

400078

Profesional Address

☐ Is permanent address same as address for present

Address

City

Select an Option

State

District

Pin Code

e.g. 400080

Previous

Next

After filling the Contact Details Click on 'Next' Button

- Filled all the fields and Click on “**Next**” Button for further process.

NOTE: * Fields Marks With Red Color Are Mandatory*

- After clicking the **Next Button** user will be redirected to the next page i.e. “Education Details”

Permanent Registration

Basics Details > Contact Details > **Educations Details** > Internship Details > Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous Next

Educations Details

Basic Qualification*
Select an Option

Course*
Select an Option

Course Duration*
Course Duration

University*
Select an Option

University Place*
University Place

Institute*
Select an Option

Institute Place*
Institute Place

Passing Date*
dd/MM/yyyy

Degree Convocation Date*
dd/MM/yyyy

Previous Next

- Filled all the fields and Click on “**Next**” Button for further process.

After filling the
Educations Details
Click on ‘Next’
Button

NOTE: * Fields Marks With Red Color Are Mandatory*

- After clicking the **Next Button** user will be redirected to the next page i.e. “Education Details”

Permanent Registration

Basics Details > Contact Details > Educations Details > **Internship Details** > Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous Next

Internship Details

- Click On Add Button To Enter Intern Details

ADD

Sr.No.	Appl No	Institute Name	Start Date	End Date	Action
--------	---------	----------------	------------	----------	--------

Previous Next

Click on ADD button to get the
‘Internship Details’ Window

- Click on “**ADD**” Button.
- After Clicking the **ADD** button user will be get the pop up window is shown as below to “Enter the Internship Details”.

×

Internship Details

InternShip Institute*

Select an Option

Start Date*

dd/MM/yyyy

End Date*

dd/MM/yyyy

+ ADD

Close

After filling the Internship Details click on 'ADD' Button

- Filled the all fields and click on the **“ADD”** Button.
- User internship details added in **“Internship Details”** is shown as below:

Permanent Registration

Basics Details
Contact Details
Educations Details
Internship Details
Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous
Next

Internship Details

- Click On Add Button To Enter Intern Details

+ ADD

Sr.No.	Appl No	Institute Name	Start Date	End Date	Action
1		All India Institute	01/06/2018	31/10/2018	<div style="display: flex; justify-content: space-around;"> Edit Delete </div>

Previous
Next

**After added Internship Details
then click on 'Next' Button**

- Here **Edit** and **Delete** option is available for **changing the data** and **remove the data**.
- Click on the **Next** Button for further process.

- After clicking the **Next Button** user will be redirected to the next page i.e. “**Amount & Upload Documents**” is shown as below:

Permanent Registration

Basics Details
Contact Details
Educations Details
Internship Details
Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous
Save

Amount Detail

Amount

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show 10 entries
Search:

No.	Document Name	Upload	Details/Preview	Message
1	Candidate recent Photo	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (50 Kb)(.jpg) File </div>	Compulsary	
2	Candidate Signature	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (50 Kb)(.jpg) File </div>	Compulsary	
3	Proof of date of birth. (Birth Certificate Or Domicile Certificate Or Valid Passport)	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>	Compulsary	
4	School Or College Leaving	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>		
5	Degree Certificate Issued by Recognized University.	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>	Compulsary	
6	Passing Certificate Issued by University.	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>	Compulsary	
7	Certificate satisfactory completion of internship issued by the University	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>	Compulsary	
8	Proof of change of name in case of married woman desirous of registration in new name (Registration of marriage certificate, Govt. gazette).	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>		
9	SSC passing certificate	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (500 Kb)(.jpg) File </div>	Compulsary	
10	HSC passing certificate	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> <input style="width: 100%;" type="text" value="Choose File"/> No file chosen </div> <div style="display: flex; align-items: center; margin-top: 5px;"> Upload Upload (1024 Kb)(.jpg) File </div>	Compulsary	

Showing 1 to 10 of 12 entries

Previous

1

2

Next

Previous
Save

Permanent Registration

Basics Details
Contact Details
Educations Details
Internship Details
Amount & Upload Documents

* Fields Marks With Red Color Are Mandatory

Previous
Save

Amount Detail

Amount

₹

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show 10 entries
Search:

No.	Document Name	Upload	Details/Preview	Message
11	Adhar Card	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> Choose File No file chosen </div> <div style="margin-top: 5px;"> Upload Upload (400 Kb)(.jpg) File </div>	Compulsary	
12	Pan Card	<div style="border: 1px solid #ccc; padding: 2px; display: flex; align-items: center;"> Choose File No file chosen </div> <div style="margin-top: 5px;"> Upload Upload (400 Kb)(.jpg) File </div>	Compulsary	

Showing 11 to 12 of 12 entries

Previous
1
2
Next

Previous
Save

After uploaded the Documents click on 'Save' Button for save the Documents

- Choose file (Document) from your computer and click on upload Button for uploading document.
- **Upload all the Documents** and click on **Save** Button for **save the uploaded documents**.

Note: 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

❖ For Renewal of Registration :

Here user will be **Renew the Registration after “5 Years”**.

- In **Online Application** click on the **“Renewal of Registration”** user will get the below page is shown as below:

Renewal Entry

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No. Registration Date

Applicant Details

Prefix

First Name Middle Name Last Name

Date Of Birth Gender Marital Status

Clinic Address * City *

State District Pin Code *

Valid UpTo Date

Amount Detail

Amount

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show entries Search:

No.	Document Name	Upload	Details/Preview	Message
1	Candidate recent Photo	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (50 Kb)(.jpg) File	Compulsary	
2	Candidate Signature	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (50 Kb)(.jpg) File	Compulsary	
3	Self-attested Xerox Copy of M.S.OT & PT Council	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File	Compulsary	
4	Registration Certificate	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File		

Showing 1 to 4 of 4 entries Previous Next

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for save the uploaded documents.

After Filling the Details and Uploaded Documents Click on the 'Save' Button for save the Documents

Note: * Fields Marks With Red Color Are Mandatory

Note :- 1. User Can See Document Preview Only After Save Documents.

2. Please Click on Save button for save uploaded documents.

❖ For Change of Address :

- In **Online Application** click on the **“Change of Address”** user will get the below page is shown as below:

Change Of Address

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

Registration Date

Applicant Details

Prefix

First Name

Middle Name

Last Name

Date Of Birth

Gender

Marital Status

Residential Address

Address *

City *

State *

District *

Pin Code *

Professional Address

☐ Is Residential address same as address for Professional

Address *

City *

State *

District *

Pin Code *

Reason For Change Of Address

Reason *

Amount Detail

Amount

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Showing **10** entries

No.	Document Name	Upload	Details/Preview	Message
1	Candidate Recent Photo	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File	Compulsary	
2	Candidate Signature	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File	Compulsary	
3	Light Bill	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File	Compulsary	
4	Adhar Card	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File	Compulsary	
5	Ration Card	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File		
6	Other document	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (1024 Kb)(.jpg) File		

Showing 1 to 6 of 6 entries

Search:

+ Save

← Back

→

After filling the Details and uploaded the Documents click on the ‘Save’ Button for save the Documents

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for save the uploaded documents

Note: * Fields Marks With Red Color Are Mandatory

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

❖ For NOC Certificate:

- In **Online Application** click on the **“NOC”** user will get the below page is shown as below:

NOC Certificate

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

2010/04/PT/000407

Registration Date

25/12/2009

Applicant Details

Prefix

Select an Option

First Name

Sudeep

Middle Name

Hirajal

Last Name

Kale

Date Of Birth

29/05/1983

Gender

Male

Marital Status

Single

Reason for NOC

Enter Reason of NOC

Name of Agency for NOC

Enter Name of Agency for NOC

Amount Detail

Amount

300

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on save button for save uploaded documents.

Show 10 entries

Search:

No.	Document Name	Upload	Details/Preview	Message
1	* Candidate Signature	<div>Choose File No file chosen</div> <div>Upload (1024 Kb) (.jpg) File</div>		
2	* Candidate Recent Photo	<div>Choose File No file chosen</div> <div>Upload (1024 Kb) (.jpg) File</div>		
3	* Registration Certificate	<div>Choose File No file chosen</div> <div>Upload (1024 Kb) (.jpg) File</div>		

Showing 1 to 3 of 3 entries

Previous1Next

Save

Back

After filling the Details and uploaded the Documents click on the 'Save' Button for save the Documents

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for save the uploaded documents

Note: * Fields Marks With Red Color Are Mandatory

- Note :-** 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

❖ For Duplicate Certificate:

- In **Online Application** click on the **“Duplicate Certificate”** user will get the below page is shown as below:

Duplicate Certificate

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

2010/04/PT/000407

Registration Date

25/12/2009

Applicant Details

Prefix

Select an Option

First Name

Sudeep

Middle Name

Hiralal

Last Name

Kale

Date Of Birth

29/05/1983

Gender

Male

Marital Status

Single

Reason & Certificate Type

Reason *

New Certificate

Certificate Type *

PERMANENT CERTIFICATE

Amount Detail

Amount

500

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show 10 entries

Search:

No.	Document Name	Upload	Details/Preview	Message
1	* Candidate Recent Photo	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
2	* Candidate Signature	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
3	* Registration Certificate	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
4	* Affidavit	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
5	* Police Complaint Copy	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
6	* Paper Advertisement	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		
7	* Affidavite 2Nd Page	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb) (.jpg) File</div>		

Showing 1 to 7 of 7 entries

Previous 1 Next

Save

Back

After filling the Details and uploaded the Documents click on the 'Save' Button for save the Documents

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for **save the uploaded documents**

Note: * Fields Marks With Red Color Are Mandatory

- Note :-**
1. User Can See Document Preview Only After Save Documents.
 2. Please Click on Save button for save uploaded documents.

❖ For Change of Name:

- In **Online Application** click on the **“Change of Name”** user will get the below page is shown as below:

Change Of Name

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

2010/04/PT/000407

Registration Date

25/12/2009

Applicant Details

Prefix

Select an Option

First Name

Sudeep

Middle Name

Hiraital

Last Name

Kale

Date Of Birth

29/05/1983

Gender

Male

Marital Status

Single

Applicant Address Details

Address

Om Shanti Colony, B/H Saint Anthony School, Ambajogai, Dist:Beed-431517.

Reason For Change Of Name

Reason *

Select an Option

New Name Of Applicant Details

Prefix *

Select an Option

First Name *

First Name

Middle Name *

Middle Name

Last Name *

Last Name

Name In Devnagri Name

First Name *

First Name

Middle Name *

Middle Name

Last Name *

Last Name

Amount Detail

Amount

500

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.

2. Please Click on Save button for save uploaded documents.

Show 10 entries

Search:

No.	Document Name	Upload	Details/Preview	Message
1	* Divorce Certificate	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
2	* Candidate Recent Photo	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
3	* Candidate Signature	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
4	* Marriage Certificate	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
5	* Renewal Slip/Certificate	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
6	* Xerox Copy Of Reg. Cert.	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		
7	Gazette Copy	<div>Choose File</div> <div>No file chosen</div> <div>Upload</div> <div>Upload (400 Kb)(.jpg) File</div>		

Showing 1 to 7 of 7 entries

Previous 1 Next

Save

Back

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for save the uploaded documents

After filling the Details and uploaded the Documents click on the 'Save' Button for save the Documents

Note: * Fields Marks With Red Color Are Mandatory

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

❖ For Good Standing:

- In **Online Application** click on the **“Good Standing”** user will get the below page is shown as below:

Good Standing

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No. Registration Date

Applicant Details

Prefix

First Name Middle Name Last Name

Date Of Birth Gender Marital Status

Amount Detail

Amount

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show entries Search:

No.	Document Name	Upload	Details/Preview	Message
1	* Candidate Signature	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (400 Kb)(.jpg) File		
2	* Candidate Recent Photo	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (400 Kb)(.jpg) File		
3	* Registration Certificate	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (400 Kb)(.jpg) File		
4	Additional Qualification Passing Certificate	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (400 Kb)(.jpg) File		
5	* Renewal Slip/Certificate	<input type="button" value="Choose File"/> No file chosen <input type="button" value="Upload"/> Upload (400 Kb)(.jpg) File		

Showing 1 to 5 of 5 entries Previous Next

After filling the Details and uploaded the Documents click on the 'Save' Button for save the Documents

- Filled all the fields and upload the Documents.
- Click on the **Save** Button for **save the uploaded documents**

Note: * Fields Marks With Red Color Are Mandatory

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

❖ For Additional Qualification:

- In **Online Application** click on the **“Additional Qualification”** user will get the below page is shown as below:

Additional Qualification

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

2010/04/PT/000407

Registration Date

25/12/2009

Applicant Details

Prefix

Select an Option

First Name

Sudeep

Middle Name

Hiralal

Last Name

Kale

Date Of Birth

29/05/1983

Gender

Male

Marital Status

Single

Additional Qualification :

Sr.No.	Appl No	Qualification	Specialization	Course Duration	Institute	University	Month	PassYear	Action
									Add New

Amount Detail

Amount

1500

Documents Details

Note :- 1. User Can See Document Preview Only After Save Documents.
2. Please Click on Save button for save uploaded documents.

Show 10 entries

No.	Document Name	Upload	Details/Preview	Message
1	* Candidate Signature	<div>Choose File No file chosen</div> <div>Upload Upload (400 Kb)(.jpg) File</div>		
2	* Candidate recent Photo	<div>Choose File No file chosen</div> <div>Upload Upload (400 Kb)(.jpg) File</div>		
3	* Additional Qualification Degree Certificate	<div>Choose File No file chosen</div> <div>Upload Upload (1024 Kb)(.jpg) File</div>		
4	* Additional Qualification Passing Certificate	<div>Choose File No file chosen</div> <div>Upload Upload (50 Kb)(.jpg) File</div>		
5	* Registration Certificate	<div>Choose File No file chosen</div> <div>Upload Upload (1024 Kb)(.jpg) File</div>		

Showing 1 to 5 of 5 entries

Save

Back

Click on 'Add New' Button user will get the 'Additional Qualification' Window

- Filled all the fields and upload the Documents.

✧ User have to Entered the Additional Qualification.

- Click on **"Add New"** user will get the pop up window is shown as below:

Additional Qualification

Qualification *

Specialization *

Course Duration *

University *

Institute *

Passing Month *

Pass Year *

ADD

After filling the Details Click on 'ADD' Button

- Select all the fields and click on **ADD** button.
- After adding the Additional Qualification **User Qualification** list is created.

Additional Qualification

* Fields Marks With Red Color Are Mandatory

Registration Details

Registration No.

Registration Date

Applicant Details

Prefix

First Name

Middle Name

Last Name

Date Of Birth

Gender

Marital Status

Additional Qualification :

Add New

Sr.No.	Appl No	Qualification	Specialization	Course Duration	Institute	University	Month	PassYear	Action
1		Diploma In Occupational Therapy	OCCUPATIONAL THERAPY	3	Vishwakarma Institute of Health Sciences and Research	Maharashtra University Of Health Science	May	2018	Edit Delete

Detail

Documents Details

Here added the 'Qualification Details'

Search:

No.	Document Name	Upload	Details/Preview	Message
1	* Candidate Signature	Choose File No file chosen Upload Upload (400 Kb)(.jpg) File		
2	* Candidate recent Photo	Choose File No file chosen Upload Upload (400 Kb)(.jpg) File		
3	* Additional Qualification Degree Certificate	Choose File No file chosen Upload Upload (1024 Kb)(.jpg) File		
4	* Additional Qualification Passing Certificate	Choose File No file chosen Upload Upload (50 Kb)(.jpg) File		
5	* Registration Certificate	Choose File No file chosen Upload Upload (1024 Kb)(.jpg) File		



Showing 1 to 5 of 5 entries

Save

Back

After filling the Details and uploaded the Documents click on the 'Save' Button for save the Documents

Search:

Sr. No.	Application No	Application For	Application Date	Amount	Edit	Print Form	Payment
1	20190000004	REGISTRATION	02/03/2019	3000			Make Payment

Showing 1 to 1 of 1 entries

 Previous 1 Next

❖ For Update Payment Information

- In Application List Page user will be **Make Payment as per the Payment Instruction.**

'Update Payment Information' by Demand Draft(DD) & should be submitted at the time of document verification.

The screenshot shows the 'Applications List' page. At the top, there is a navigation bar with links for 'Doctor's Profile', 'Online Appointment', a user profile for 'sudeepkale@gmail.com', and a 'Log off' button. Below the navigation bar, the title 'Applications List' is centered. A red arrow points from the instruction box to the 'Payment Instructions' section. The 'Payment Instructions' section contains three numbered points in red text. Below the instructions is a search bar and a table with application details. A red arrow points to the 'Make Payment' link in the table. Below the table, there are 'Previous', '1', and 'Next' navigation links.

Applications List

Search:

Sr. No.	Application No	Application For	Application Date	Amount	Edit	Print Form	Payment
1	20190000033	CHANGE OF NAME	15/03/2019	500			Make Payment

Showing 1 to 1 of 1 entries

Previous 1 Next

Click on Make Payment

- User will be **Update Payment Information by Demand Draft(DD)** and should be submitted at the time of Documents Verification.
- Click on the **Make Payment** user will be redirected to the below page I.e. **Payment Information.**



महाराष्ट्र राज्य व्यवसायोपचार आणि भौतिकोपचार परिषद, मुंबई

MAHARASHTRA STATE COUNCIL FOR OCCUPATIONAL THERAPY & PHYSIOTHERAPY



MAHARASHTRA STATE COUNCIL FOR
OCCUPATIONAL THERAPY & PHYSIOTHERAPY
Address: D.M.E.R, 4th Floor, St. Georges Hospital
Campus, Maharashtra - Mumbai 400001
Contact Us
Email: otptcouncil@gmail.com
Technical Support Email: support@msotptcouncil.org
Technical Support Contact No: 9920137427

Payment Information

Order No	201900000332019040014
Application No	20190000033
Amount	500.00
Applicant Name	Kale Sudeep Hiralal
DD No	22222222
DD Date	08/04/2019
Bank Name	BANK OF MAHARASHTRA
Branch Name	nerul

Update

- User have to filled the **DD No, DD Date, Bank Name & Branch Name**.
- After filled the fields click on the **Update** Button for update the Payment Information.
- ❖ **For Online Appointment**
- In Application List Click on the **Online Appointment**.

Doctor's Profile | Online Appointment | sudeepkale@gmail.com | Log off

Applications List

Click on 'Online Appointment'

Payment Instructions:-

1. Make payment by demand draft (DD) in favour of The Registrar, Maharashtra State Occupational therapy and Physio therapy council. (in short "Maharashtra state OT PT Council Mumbai)
2. In case of application for registration, Provisional registration, Additional Qualification registration, demand draft (DD) should be submitted at the time of document verification. Take online appointment as per your convenience.
3. In case of other online applications demand draft (DD) should be send by post / in person to the OTPT council office address along with photos.

Search:

Sr. No.	Application No	Application For	Application Date	Amount	Edit	Print Form	Payment
1	20190000033	CHANGE OF NAME	15/03/2019	500			Make Payment

Showing 1 to 1 of 1 entries

Previous 1 Next

- Once the click on Online Payment user will be redirected to the below page as shown as below i.e. **'Appointment Entry'**.

Appointment Entry

Please note that appointment can be schedule only after payment done. Payment facility will be available soon.
Instruction : Click on + sign for print appointment schedule

Search:

Sr. No.	Application NO	Application Type	Application Date	Appointment Date	Appointment Time	Make Appointment	Cancel	Print
1	20190000033	CHANGE OF NAME	15/03/2019		-	Make Appointment	Cancel	Print

Showing 1 to 1 of 1 entries

Previous 1 Next

Click on 'Make Appointment'

Take the Printout of Appointment

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Note : Please note that appointment can be schedule only after payment done. Payment facility will be available soon.

Instruction : Click on + sign for print appointment schedule.

- Click on **'Make Appointment'** for select the Day and Time for the user convenient.

- After clicking the **'Make Appointment'** user will be redirected to the below page is shown as below:

Application No.: 20190000033 Application Name: CHANGE OF NAME Appointment Type: Normal

12/04/2019(Tuesday)

15/04/2019(Friday)

16/04/2019(Saturday)

17/04/2019(Sunday)

18/04/2019(Monday)

19/04/2019(Tuesday)

22/04/2019(Friday)

Make An Appointment Back

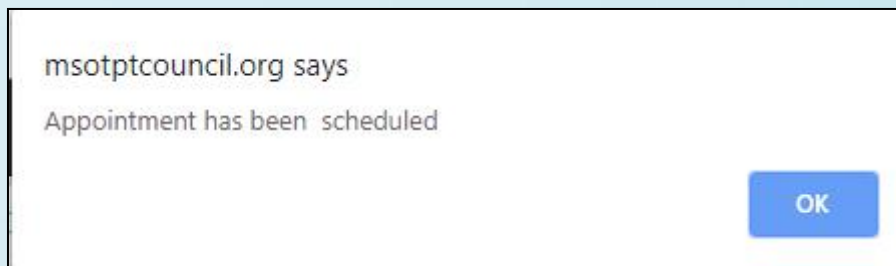
Select the
'Appointment
Type'

Select Day and Time

Click on 'Make an
Appointment'

- Check the Application No and Application Name.
- Select the Appointment Type(Normal or Tatkaal).
- Select the Day and Time.
- Click on the **'Make an Appointment'** Button.

- After clicking on '**Make an Appointment**' user will get the Pop Window with the message is shown as below:



For any Further Assistance Please Contact us on
Technical Support Contact No: 9920137427
OTPT Office Contact No: 022-22620408
Email Id: support@msotptcouncil.org

THANK YOU