

## Re-checking Application

**Step 1:** After the successful submission of the fee, the applicant will get redirected to the Payment Details screen.

If the applicant has any doubts about the information they have filled in during the process, the applicant can simply click on the **“Re-Check Application”** button to preview the application and confirm the details.

The screenshot shows the 'Payment Detail For New Registration Application Application' screen. At the top, there is a navigation bar with the HP State Pharmacy Council logo, the text 'Himachal Pradesh State Pharmacy Council', and a breadcrumb trail 'Home / Practitioner / Apply Online'. The user's name 'Hi Nikki Singh' is displayed in the top right corner. A 'Print' button is located in the top right. The main content area contains a table with the following details:

Application No	202200028
Application Type	New Registration Application Application
Transaction Amount	1,535.40
Transaction Status	Payment Successful
Transaction DateTime	2022-01-13 01:43:14pm

Below the table, there are two buttons: 'Re-Check Application' and 'Submit/Lock Application'. A red arrow points to the 'Re-Check Application' button. Below the buttons, a message 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.'

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

**Step 2:** The applicant can make the required changes by editing the incorrect information. Click on the **“Save”** button & proceed.

The screenshot shows the 'Application For New Registration Application' form. At the top, there is a navigation bar with the HP State Pharmacy Council logo, the text 'Himachal Pradesh State Pharmacy Council', and a breadcrumb trail 'Home / Practitioner / Apply Online'. The user's name 'Hi Nikki Singh' is displayed in the top right corner. The form contains the following fields:

- Nationality: Enter Nationality
- Place of Birth: Enter Place of Birth
- Qualification Details:
  - Matriculation: Passing Year, Examination Body, Division
  - 10+2 Examination: Passing Year, Examination Body, Division
  - Diploma In Pharmacy: Passing Year, Examination Body, Division
  - Name of the Collage: Collage Name, Place of practical training, Enter Place of Practical Training
  - Degree In Pharmacy: Passing Year, Examination Body, Period From & To
  - Name of the Collage: Collage Name
  - Reason of Registration/Migration: Enter Reason
  - Provide Previsus Registration Details, if any: State of Council, Old Regn No, dd-mm-yyyy

At the bottom right, there are 'Save' and 'Reset' buttons. A red arrow points to the 'Save' button. Below the buttons, a message reads: 'By Clicking on "Save", you will confirm that you have filled valid information.'

**Step 3:** On the next screen, click the eye symbol to view the uploaded documents and delete them by clicking on the "Delete" option. In case applicant has uploaded a wrong document, he/she can delete it and re-upload the correct document. Click on "Pay Application Fee/Check Payment Status" button & proceed.

**Note: Payment is not required again.**

Home / Practitioner / Apply Online

Hi Nikki Singh

Pay Application Fee

File Uploaded Successfully

1	Affidavit (as per prescribed)-original	Uploaded ✓	Delete
2	Matriculation certificate-attested	Uploaded ✓	Delete
3	10+2 Examination –attested	Uploaded ✓	Delete
4	Certificate of diploma /Degree-attested	Uploaded ✓	Delete
5	Mark Sheet of every year/semester-attested	Uploaded ✓	Delete
6	Practical Training certificate –original	Uploaded ✓	Delete
7	Bonafide Himachali Certificate -attested	Uploaded ✓	Delete
8	Photographs (1attested +2 plain)	Uploaded ✓	Delete
9	Proof of Identity attested	Uploaded ✓	Delete

Pay Application Fee/Check Payment Status

**Step 4: Payment Details of that Application** will display on the screen. The applicant can take a printout of the payment detail & submit the application form by clicking on the "Submit/Lock Application" button.

Print

Payment Detail For New Registration Application Application

Application No	202200035
Application Type	New Registration Application Application
Merchant ID	WL0000000019415
Transaction ID	61b248301a6b5
Transaction Reference No	54045428
Transaction Amount	1,535.40
Transaction Status	Transaction is Successful
Transaction DateTime	2021-12-10 10:17:21

Fee Already Paid For This Application, Please Click On 'Submit/Lock Application' Button To Forward It To HPSPC

Submit/Lock Application

**Step 5:** 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.

**Step 6:** 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 Chatta Shimla to Kusum pri Road Opp. ICICI Bank Kusum pri SDA Commercial Complex  
Shimla, Himachal Pradesh 171009  
www.hpspc.org Email: dco@hpspc.in

Application For Renewal Application  
Application No. \_\_\_\_\_ Date: 25/01/2022

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

SUBJECT: Renewal of Registration Certificate:  
I Sumit Kumar Ghadai Son/daughter/wife of Shri \_\_\_\_\_ age \_\_\_\_\_ Resident of the village/town \_\_\_\_\_  
Tehsil \_\_\_\_\_ Distt. \_\_\_\_\_ of Himachal Pradesh do hereby solemnly affirm and declare as under:

- That I am permanent resident of Himachal Pradesh as given above and in the application.
- That my name is already registered with the Himachal Pradesh Council, Shimla, vide registration No.111111 Dated 2022-01-20 and I hold no other registration under the Pharmacy Act, 1948 anywhere else, any time.
- That I am proprietor/partner/Director of M/s. \_\_\_\_\_ situated at \_\_\_\_\_ town/village \_\_\_\_\_ PO \_\_\_\_\_ Tehsil \_\_\_\_\_ of Himachal Pradesh from \_\_\_\_\_ (mention date), under the RETAIL AND/OR WHOLESAL drug license vide Nos. 20/2018: \_\_\_\_\_ and 21/218 \_\_\_\_\_ granted on \_\_\_\_\_ by the State Drug Licensing Authority and valid upto \_\_\_\_\_.

OR (in case of Pharmacist employed in the State Health & Family Welfare Deptt./Organisation)  
That I am employed with the State Health & Family Welfare Deptt./Name of the other Department where employed since \_\_\_\_\_  
OR (in case of Pharmacist rendering services to the State chemist & Druggist Licensees)  
That I am full time paid employee as per the following details

Period From	To	Name of Firm	Address	Place

- That I have never been convicted under any provision of the Drugs and Cosmetic Act, 1940 and Rules, 1945 made there under.
- That I am fully aware of the Rules and Regulation covered under the Pharmacy Act, 1948 and I am adhering to the same.
- That my registration with the HP Pharmacy Council should be cancelled in the event of any activity found to be not in accordance with the Pharmacy Act, 1948 or any information submitted by me found to be false or incorrect.
- That the above said applicant further state on oath that the above are true to the best of my knowledge and nothing relevant has been concealed there from and as such I verify the same.

Place: Chandigarh  
E-Mail: sumitkumar.ritbs@gmail.com Contact No: 9023489567

Applicant

Payment Detail		For Office Use Only
Transaction ID	61efaec9b98e3	
Transaction Amount	614.16	
Transaction Status	Payment Successful	
Transaction DateTime	2022-01-25 01:33:40	

→ [Go Back](#)
→ [Print](#)

**Note:** At the time to collect the certificate and card you have to bring original copies of all your documents along with receipt of payment with you 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.