Instructions related to submission for answer script photocopy and payment.

Instructions for students to make payment for photocopy.

1. Open url [http://www.rguhs.ac.in](http://www.rguhs.ac.in)
2. Click on Online Payment gateway.
3. Click on College Fee-Affiliation/Admission/Helinet.
4. Select the student fee collection under Collection type.
5. Select student fee collection Examination under student fee type.
6. Fill up the form and choose Photocopy of answer sheets per subject under type of service.
7. Click on Proceed and make Payment.
Note: Candidate can also pay the prescribed fees directly to the college which in turn is transferred to RGUHS account by the college.

Instructions for College to make payment for photocopy.

1. Open url http://www.rguhs.ac.in
2. Click on Online Payment gateway.
3. Click on College Fee-Affiliation/Admission/Helinet.
4. Select the college data collection under Collection type.
5. Select Miscellaneous Fees Exam under student fee type.
6. Against Remarks Enter Photocopy fees.
7. Select Type of fees – EXAMINATION FEE-ARREARS
8. Click on Proceed and make Payment.

How to Apply for photo copy of answer script.

9. Open url http://www.rguhs.ac.in
10. Click on Examination Section.
11. Click on College Activity - MBBS & BDS June 2017, AYUSH, UG Allied Sciences and Nursing Sep-2017 Examination
12. Click on University / College Login
13. Enter login id and password
14. Select Post Exam
15. Select Apply for Photocopy

16. For photo copy application view/print
   a. Select View Photo copy application

17. Submit online hard copy of photocopy application form and online fees details along with online transaction/reference number and date to RGUHS.
18. Photo copy payment entry
19. Photo copy down load

- Enter photo copy applied register number
- Note down the USNs
- Click on the down load link