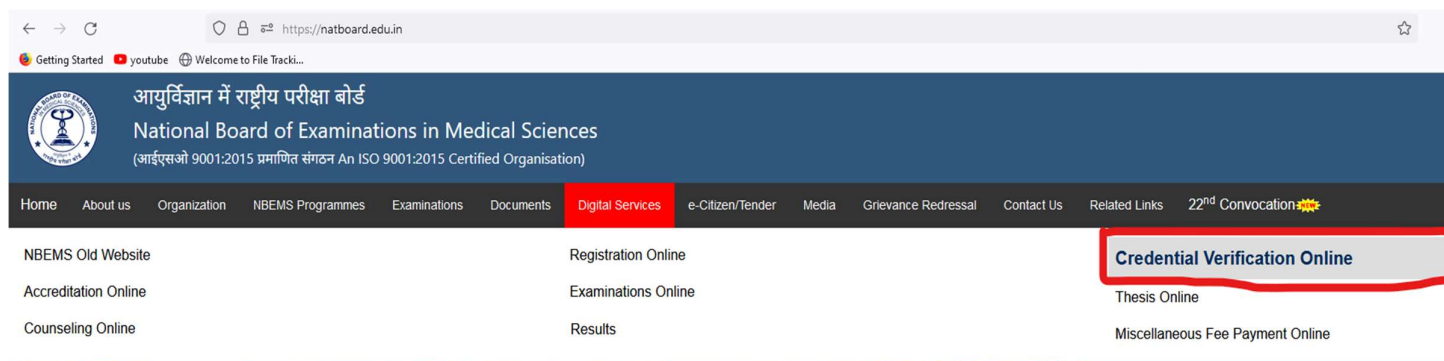



Step by Step guide for Organizations seeking Verification of Credentials issued by NBEMS

How to submit an Online Credential Verification Request to NBEMS?

- Please advise the concerned candidate to pay the prescribed Credential Verification Fee to NBEMS through “Miscellaneous Fee Payment Portal” which can be accessed at NBEMS website under tab “Digital Services”.
- Collect a copy of the payment receipt from the concerned candidate which is generated at the above portal on successful payment of verification fee by the candidate.
- Keep the **above-said payment receipt and a clear scanned copies of Credentials to be verified** ready before you begin to submit the verification request to NBEMS through **Credential Verification Online Portal (CVOP)**. You would also be required to fill in the **Roll Number of the candidate**. Roll Number of candidate for respective examination is mentioned on the credential. If it is not mentioned, same should be obtained from the concerned candidate.
- Go to NBEMS website <https://natboard.edu.in> and visit the tab “Digital Services”. Click on “*Credential Verification Online*” link as shown in below image.



- The organization has to submit an Online Request form for Credential Verification. Following is a screenshot of Online Request form for Credential Verification.



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आयुर्विज्ञान में राष्ट्रीय परीक्षा बोर्ड

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन एक स्वायत्त निकाय)

NATIONAL BOARD OF EXAMINATIONS IN MEDICAL SCIENCES

(Autonomous body under Ministry of Health & Family Welfare, Govt. of India)

CREENTIAL VERIFICATION

विवरण/ Details

Select name of Agency/Public Authority seeking verification of candidate's Credential
**If the Agency/Public Authority is not listed, kindly provide details(Agency Name, Address, Email, Contact No.) on official letter head/ through official Email id at verifications[at]natboard[dot]edu[dot]in

Credential to be verified

Payment Details

**The prescribed fee for credential verification shall be paid by the concerned candidate through [Miscellaneous Fee Payment Portal Link](#). Candidate may be asked to provide the payment receipt

भुगतान रसीद संख्या Payment Receipt No. Enter Payment Receipt no. start with NBEM\$XXXXXXXXXX Candidate Roll No.

** Payment Receipt No. start with NBEM\$XXXXXXXXXX

Candidate details fetched above payment receipt No.

Name (As submitted while making payment)	Roll No.
Email	Mobile
Verification Purpose	

Other Details

Upload a clear scanned copy of credential document to be verified
(maximum size not greater than 1 MB) No file selected.

Document Release Form/ Verification Form (if verification is required in a prescribed template)
(maximum size not greater than 1 MB) No file selected.

Enter Reference No. and Issue Date mentioned in the credential to be verified Enter Document's Reference No./Dispatch No.

Generated Agency/Public Authority E-mail OTP

--Select Agency--

--Select Agency--

- Aligarh Muslim University-Aligarh(UP)
- All India Institute of Medical Sciences-Rajkot
- Andhra Pradesh Medical Council-Andhra Pradesh
- Arunachal Pradesh Medical Council-Arunachal Pradesh
- Assam Council of Medical Registration-Assam
- Assam Medical Council-Assam
- BD Services Pvt. Ltd.-Delhi
- Bihar Medical Council-Bihar
- Certificate Authentication Centre-Kozhikode
- Chattisgarh Medical Council-Chhattisgarh
- College of Physicians and Surgeons of Ontario-Canada
- Dataflow Services (India) Pvt Ltd-Noida
- Dcode Research Services Pvt. Ltd-Bangalore
- Delhi Medical Council-Delhi
- Educational Commission For Foreign Medical Graduates-Philadelphia(USA)
- Elite Medical Centre-Kuwait
- Embassy of the State of Kuwait-Delhi
- Erika Bondatti Education Credentials Specialist 1-New York(USA)

The verification of credential shall be communicated to concerned Agency/Public Authority through official usually by four weeks email of NBEMS: verifications[at]natboard[dot]edu[dot]in.

- **Select the name of the organization/verification agency** from a drop-down list. A verification code shall be sent by email to the Email ID of selected organization/agency as available in NBEMS record.
- If the organization/agency is not listed in the said drop-down, it has to approach NBEMS at email ID verifications@natboard.edu.in by submitting formal letter to add its details in the said list.
- **Select the type of credential to be verified** from the dropdown list.

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CREDENTIAL VERIFICATION

Select name of Agency/Public Authority seeking verification of candidate's Credential
**If the Agency/Public Authority is not listed, kindly provide details(Agency Name, Address, Email, Contact No.)
verifications[at]natboard[dot]edu[dot]in

Credential to be verified

**The prescribed fee for credential verification shall be paid by the concerned candidate through NBEMS portal.
भुगतान रसीद संख्या Payment Receipt No. NBEMS202...
** Payment Receipt No. start with NBEMSxxxxxxx

Name (As submitted while making payment) Roll No.
Email Mobile

Verification Purpose

Other Details

Upload a clear scanned copy of credential document to be verified
(maximum size not greater than 1 MB) [Browse...] No file selected.

Document Release Form/ Verification Form (if verification is required in a prescribed template)
(maximum size not greater than 1 MB) [Browse...] No file selected.

Enter Reference No. and Issue Date mentioned in the credential to be verified

Enter Document's Reference No./Dispatch No. Enter Document's Issue Date


Generated Agency/Public Authority E-mail OTP [Generate E-mail OTP] Enter OTP received at registered email id of Agency/Pu

[Submit]

The verification of credential shall be communicated to concerned Agency/Public Authority through official usually by four weeks email of NBEMS: verifications[at]natboard[dot]edu[dot]in.

Modal Window:
natboard.edu.in
Dear Authority,
Either details entered are incorred or the payment against entered receipt number has already been utilized for another verification. Kindly contact the candidate for correct details
[OK]

- Provide the details of **Verification Fee Receipt number and Roll Number of the applicant candidate** for backend verification of the fee paid by the applicant to NBEMS.
- **Upload a clear scanned copy of credential** to be verified.
- If the organization/agency requires the verification output in its prescribed format, then upload such format also.



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CREDENTIAL VERIFICATION

विवरण/ Details			
Select name of Agency/Public Authority seeking verification of candidate's Credential <small>**If the Agency/Public Authority is not listed, kindly provide Details(Agency Name, Address, Email, Contact No.) on official letter head/ through official Email id at verification[at]natboard[dot]edu[dot]in</small>			
			--Select Agency--
Credential to be verified			
			--Select Credential to be verified--
Payment Details			
**The prescribed fee for credential verification shall be paid by the concerned candidate through Miscellaneous Fee Payment Portal Link. Candidate may be asked to provide the payment receipt, details from which are to be entered here in below:			
पुस्तिका संख्या Payment Receipt No. <small>**Payment Receipt No. start with NBEMSXXXXXXX</small>	NBEMS202378767	Candidate Roll No.	2215761076 Verify Payment
Candidate details fetched above payment receipt No.			
Name (As submitted while making payment)	Dr. Sumara Maqbool	Roll No.	2215761076
Email	maxinder_s@apollohospitals.com	Mobile	9555463633
Verification Purpose	Verification of DN/DB/Dn/DB-FNB Degree/Diploma-NBE Certificate		
Other Details			
Upload a clear scanned copy of credential document to be verified <small>(maximum size not greater than 1 MB)</small>	Browse... No file selected.		
Document Release Form/ Verification Form (if verification is required in a prescribed template) <small>(maximum size not greater than 1 MB)</small>	Browse... No file selected.		
Enter Reference No. and Issue Date mentioned in the credential to be verified	Enter Document's Reference No./Dispatch No		Enter Document's Issue Date
Generated Agency/Public Authority E-mail OTP	Generate E-mail OTP		Enter OTP received at registered email id of Agency/Pu
Submit			

The verification of credential shall be communicated to concerned Agency/Public Authority through official usually by four weeks email of NBEMS: verification[at]natboard[dot]edu[dot]in.

- After input all the required fields, **generate the Email Verification Code** which shall be mailed on the registered email ID.
- **Enter the verification code** on the designated input box and submit the request form.
- In case Verification Code not received in email, the applicant may regenerate the code after a small time instance.
- After Successful Submission of the form, the **organization/agency shall receive a formal acknowledgement email** at its email ID registered with NBEMS.
- The **outcome of verification shall be communicated to the agency** concerned by way of an official email from NBEMS email ID verifications@natboard.edu.in
- The process of **credential verification is usually completed within 4 weeks** of receipt of verification request.
- **Request for Credential Verification submitted to NBEMS through any mode other than the Online Credential Verification Portal shall NOT be entertained.**
