

**GUIDELINES / INSTRUCTIONS FOR REGISTRATION PROCESS FOR
PREPARATION OF STATE MERIT LIST BASED ON NEET UG 2025 ALL INDIA
RANK WHICH WILL BE USED FOR SUBSEQUENT COUNSELLING &
ADMISSION IN STATE QUOTA SEATS OF STATE
MBBS/ BDS COURSES, 2025-26**

IMPORTANT INFORMATION

- All State Domicile NEET-UG 2025 qualified candidates are eligible for State Quota Seats. Both State and Outside State NEET-UG 2025 qualified NRI candidates are eligible to all NRI quota seats of the State.
- A State domicile candidate, with qualified NEET-UG 2025 **rank card** is eligible for admission through counselling of OJEE-2025, Odisha to MBBS/BDS programs. The counselling schedule will be available on OJEE-2025 websites around 3rd Week of July, 2025 or as shall be published from time to time. The counselling will be done through the website: **www.ojee.nic.in**.
- **Mere possession of a rank does not guarantee a seat. A seat is allotted depending on the availability on the basis of the candidate's rank and options exercised.**
- **Please note: S (Odisha State); NRI (Non-Resident Indian); GE (General; Odisha State); SC (Scheduled Caste); ST (Scheduled Tribe); EWS (Economically Weaker Section); PC (Physically Challenged); ES (Ex-Serviceman); GC (Children of Green Card Holder) and SGS (State Govt School).**
- For claiming seats under any reserved category ST/ SC/ EWS and sub-category like ES/ PC/ GC/ SGS) candidate must be native of Odisha and must produce 'RESIDENT/ NATIVITY CERTIFICATE' issued through online from appropriate State authority. Further, a relevant certificate justifying the category should also be produced at the time of document *verification* during counselling. Candidates claiming for EWS seats have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar. (EWS Certificate must be of the last financial year, i.e 2024-25)

- For Ex-Serviceman (**ES**) category, a candidate has to apply at Rajya Sainik Board office Bhubaneswar, mentioning the roll number and other details. After verification, Rajya Sainik Board shall furnish a list of qualified candidates to OJEE. Candidates mentioned in that list shall be valid ES candidates and shall be considered to get ES quota seats wherever applicable. Candidates who have received any document from Rajya Sainik Board office, will produce it at the institute where they are taking admission under ES quota. Recommendation of the Rajya Sainik Board is final and binding.

- For NRI/ OCI category the candidate has to produce Indian passport, and other relevant document(s) as prescribed at the time of document verification during Counselling*.

The NRI and OCI Applicants/Candidates have to upload a Certificate from the concerned Indian Diplomatic Mission in the country of their residence in support of their claim as an NRI/OCI Candidate.

- Candidates seeking admission under Physically Challenged (PC) category are required to report for the **medical board as designated by NMC/MCC as per the public notice no: NMC/UGMEB/PwBD/2025, dated: 19-07-2025, same will be notified in the website www.ojee.nic.in/ www.odishajee.com**. Decision of the Medical Board is final and binding.

- **The seat allocation process follows a strict timeline. The entire process is on-line and computer operated. No exceptions are possible and therefore, candidates are strongly advised to thoroughly acquaint themselves with these Processes, Rules, be vigilant, keep their documents handy and make arrangements for making the requisite payments and completing the requisite formalities, well in advance. It will not be possible to entertain requests for extension of time for completing any activity.**

- **Entire process will be through on-line and no communication will be directly sent to any of the Candidate(s). Therefore, it is advised to be in touch with the website on regular basis for any updates.**

A. INTRODUCTION

1. The state candidates who have qualified in the NATIONAL ELIGIBILITY CUM ENTRANCE TEST-2025 (NEET (UG)-2025) will be eligible for registration.
NB: Counseling shall be done for 85% of total seats in Government Medical/ Dental Colleges and for all seats of Private Medical / Dental Colleges.
Counseling of Deemed Universities shall be done by DGHS.
Stipulations in this guideline are subject to change with prior notice as per the decision of Government / Counseling Committee.
2. Purpose of the registration is to prepare a State Merit List of the registered candidates base on their NEET UG 2025 All India Rank (interested to take part in the counselling and admission to MBBS/BDS courses). This State Merit List will be used for subsequent process of counselling and admission in MBBS/BDS courses for the session 2025-26.
3. The State Merit list will be prepared based on the NEET UG 2025 All India Rank and subjected to successful verification of the credentials of the candidates as per the information filled during registration process.

B. ELIGIBILITY

1. The candidates must be of 17 years of age as on 31.12.2025 and there will be no upper age limit.
2. The candidates must be permanent natives of Odisha OR Children of All India Civil Service officers serving in state of Odisha cadre.
3. The candidate must have passed +2 Sc. and in the subjects of **Physics, Chemistry, Biology/Biotechnology and English** individually and must have secured minimum of 50% marks taken together in **Physics, Chemistry & Biology/Biotechnology** at +2 Sc. level for General Candidate (GE), 40% for SC/ST candidates and 40% for benchmark disability candidates (PC-GE). The required mark for Physically Challenged candidate of SC/ST category is 40%.

4. The minimum qualifying mark for different category of candidates are as follows:(subject to relevant notification/modification by Govt. of India/NMC)

- a. General (GE) – (50th percentile)
 - b. Physically Challenged (PC-GE) – (45th percentile)
 - c. Scheduled Tribe (ST)/Scheduled Caste (SC)- (40th percentile).
 - d. For Physically challenged candidate of SC/ST category, (40th percentile).
 - e. For GE-EWS (Economically Weaker Section) Category - (50th percentile).
 - f. For GE-EWS & PC – (45th percentile).
- OR as may be Notified by NMC/Govt. of India/Appropriate Authorities.

ELIGIBILITY FOR NRI*:

1. The NRI candidates, who have qualified the NEET UG 2025, are eligible.
2. NRI means the children or wards of a person of Indian origin residing outside India. Such candidates have to submit the following documents in support of NRI eligibility.
 - i. Documents claiming that the sponsorer is an NRI (Passport, Visa of the sponsorer) A format as in Annexure-I to be submitted during admission. (reference to the Appendix-XII of NEET UG 2025 Information bulletin)
 - ii. Relation of NRI with the candidate as per the court order of the Hon'ble Supreme Court of India in case W.P.(c) No. 689/2017- Consortium of Deemed University in Karnataka (CODEUNIK) & Ans. Vs Union of India & Ors. Dated 22-08-2017.
 - iii. Affidavit from the sponsorer that he/ She will sponsor the entire course fee of the candidate duly notarized.
 - iv. Embassy Certificate of the Sponsorer (Certificate from the Consulate)
 - v. All affidavits done in foreign countries must be endorsed by Embassy of India for authentication purpose.

C. RESERVATION

The reservation policy of State Government will be followed for selection, and shall be Scheduled Tribe (ST) - 12%, Scheduled Caste (SC) - 8%, Physically Challenged (PC) - 5% of each category, Ex-Servicemen (ES) - 3%, Green Card Holders (GC) - 5%, State Government Schools (SG) – 15% (shall be horizontal covering all vertical reservations as well as unreserved Group) and EWS – 10% (when

appropriate number of seats have been increased to accommodate such EWS quota). (Any other reservation category, if notified by Govt., shall also be applicable).

Note:

- i. Since there is no OBC category in the State, such candidates will be considered in General Category and the minimum qualifying marks shall be (40th percentile) in the NEET UG 2025.
- ii. The ST/SC candidates must produce caste certificate from Odisha State only to get the privilege of reservation in the category in Odisha. **(Vide Gol letter No. BC/16014/1/82 /SC & BCD/ Dated 22.02.1985).**
- iii. Candidates claiming seats under SGS (State Government Schools) reservation category must have passed their 10th Board Examination under the Board of Secondary Education, Odisha from Government High Schools **and** also have passed the 12th Board Examination under the Council of Higher Secondary Education, Odisha from any Government Higher Secondary School/ Government Junior College (Ref: Government Notification No-HTE-I-12/2021/1769/SDTE, Dated:26-03-2021 Reservation for the students of Government High School in Medical/Engineering courses of the State)
- iv. Candidates claiming under PwD/PC category must undergo test by Medical Board constituted for the purpose. Candidates with benchmark disability as per Graduate Medical Education Regulations 1997 and subsequent amendments shall be followed. Candidates claiming under PwD/PC category have to attend the designated medical board as per NMC public notice no:NMC/UGMEB/PwBD/2025, dated: 19-07-2025.
- v. Candidates, who are natives of state of Odisha and wish to claim reservation under Ex-Serviceman (ES) category, must submit their relevant documents to Rajya Sainik Board, Bhubaneswar only within schedule date and time. After proper verification, Rajya Sainik Board, Bhubaneswar of Odisha will send the list of valid candidates to OJEE for getting reservation under ES category. No claim/certificate shall be entertained by OJEE directly from candidates. Candidates, whose parents are continuing in defense service are not eligible for reservation under this category.
- vi. Candidates claiming reservation under Green Card must be permanent natives of Odisha and shall have to produce original green cards of their parents issued by Government of Odisha only. They must not have taken the privilege of it before. The date of birth & name in the card must match exactly

with that in HSC certificate. In case of mismatch, the candidates will be considered in GE category only. Tampered or mutilated green cards are not acceptable. Any affidavit in this regard shall not be accepted.

- vii. Candidates who wish to claim seats under EWS categories have to mention the same during registration. Such candidates have to produce EWS Certificate (Income & Asset Certificate) from Tahsildar / Additional Tahsildar and the certificate must be issued for 2024-25 financial year.
- viii. If sufficient numbers of candidate are not available in any Reserve category, the vacant seats will be filled up by UR category.
- ix. The ST/SC seats are not interchangeable.
- x. The NRI seats shall be filled up in the following order by OJEE / Institution:
 - a. By eligible NRI candidates of state domicile.
 - b. By eligible NRI candidates of outside states.
 - c. By eligible UR candidates of the state if seats still remain unfilled.

D. PROCEDURE OF ONLINE REGISTRATION

1. NEET UG 2025 qualified State domicile candidates or NEET UG 2025 Candidates who wish to participate in counseling procedure for admission to State Quota /NRI seats of the State must **register** in due time in the website of OJEE i.e. www.ojee.nic.in in MBBS / BDS admission section. Registration means creating own username and password for logging in to the online counseling site. Without registration, the candidate cannot proceed to next step of online application. The username and password **must not be** shared with others.

Steps for Registration:

- a) Login to <https://ojee.nic.in>
- b) Click on “Counselling for MBBS and BDS Courses”

Counselling for MBBS and BDS Courses

- c) Go to “New Candidate Registration”
- d) After reading the steps carefully select ‘**I Agree**’
- e) Enter your personal details as per your NEET rank card

- i) NEET-UG Application no
 - ii) Candidate Name
 - iii) DOB
 - iv) Gender
 - v) Security Pin available on the screen
 - vi) Click on Submit
- f) After submitting all the details entered will be authenticated and if found correct, details candidate profile page will be displayed with prefilled information like Candidates Name, DOB, Gender etc.
- g) Fill the Mobile number, email id and chose your password after entering the security pin make final submit for Registration.
- h) After successful submission of the registration process, relog-in using application no as user-id and password.
- i) Then follow the steps given at Available Service on left side of the screen

Available Services	
<input checked="" type="radio"/>	View Registration Form
<input type="radio"/>	Application Form
<input type="radio"/>	Qualification Details
<input type="radio"/>	Contact Detail
<input type="radio"/>	Upload Documents/Images
<input type="radio"/>	Preview & Final Submit

- j) Follow the steps as per the available service and after completing the final submission payment option will be available. Rs.1000/- payment towards registration fees have to be paid through the online get ways available. (This is non-refundable)
- k) Once payment is successful the registration process will complete.
2. In the available service steps under 'Upload Documents/images' all required documents scan copy to be uploaded for online verification. All the documents will be uploaded in pdf format only and must clearly scanned from the original one. The size of pdf files will be mentioned against each document and the file name must not contain any special characters. (The documents to be uploaded must be clearly readable and the file name should not contain any special character).
3. During document verification, query may be raised by the Verifying Officers depending on the observations. **Therefore, candidates must check their email ID regularly during counselling for any message. The query raised**

must be complied within 24 hours of raising of the query. Otherwise, the document verification will be cancelled and the candidate will not be placed as a registered candidate in the State Merit List.

4. A candidate may fail to get registration in the case of any irregularity in furnishing required data and their supporting documents as per guidelines.
5. Only on successful verification of documents, the candidate becomes eligible and his/her name will appear in the merit list. The names of candidates whose document verification could not be done due to not uploading proper document/not complying to the query of the verifying officer in due time will not appear in the merit list and they cannot participate in subsequent process of counseling and admission.
6. The registration fee is not refundable.
7. State merit list will be drawn based on NEET UG 2025 All India rank.

N.B.: *In case any candidate is found to have provided a false information or certificate etc. or is found to have withheld or concealed any information, his/ her application shall be rejected.*


Before Start the registration process keep all the necessary soft copy documents with you for uploading.

Details of Counselling and Admission process will be notified in due course of time. Candidates are advised to be in touch with www.ojee.nic.in/ www.odishajee.com for relevant updates.


**Sd/-
Chairman**

ONLINE REGISTRATION PROCESS FOR MBBS/BDS COURSE, OJEE-2025

Step-1



Odisha Joint Entrance Examination
OJEE Counselling 2025 for MBBS/BDS (UAT Mode)

 **Counseling Services**
Simplifying The Admission Process

Home

Registered Candidates Sign-In

Counselling

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)

NEET Application Number

Password

Security Pin (case sensitive)

Security Pin

640456

Listen Security Pin Audio

▶ 0:00 / 0:06

Sign In

Forgot Password ?

New Candidate Registration

Important Instructions

- Confidentiality of Password is solely responsibility of the candidate and all care must be taken to protect the password.
- Candidates are advised to keep changing the Password at frequent intervals.
- Never share your password and do not respond to any mail which asks you for your Login-ID/Password.
- It is strongly recommended that the OTP sent to the applicant for any activity like reset password etc. must not be shared with anyone.
- For security reasons, after finishing your work, click the LOGOUT button and close all the windows related to your session.

Caution: Your IP address is being monitored for security purpose.

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Step-2



Home

Please read carefully

1. I have gone through and understood the contents of Information Brochure and Counselling Brochure and eligibility criteria prescribed therein. I shall abide by rules and admission process of OJEE-2025 as specified in the Counselling Brochure.
2. I know that during verification of documents, if any discrepancy is detected in original documents, category, reservations, state of eligibility and gender, then my seat allotment is liable to be cancelled.
3. I knew that the choices locked by me using password is final and acceptable to me for seat allotment.
4. I know that the personal information provided by me is correct and authentic.
5. I agree to the following clause (applicable for physically challenged candidates, Women etc.) "Physically Challenged (PC) candidates and Women Candidates should exercise their choice of branch depending upon the nature of their physical disability. Their final admission is subject to the condition that the candidate is capable of carrying out all activities related to theory and practical work as applicable to MBBS/BDS Courses without any special concessions and exemptions"

☒ I Agree ☐ I Don't Agree

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Step-3



Home

New Candidate Registration

Personal Details

Please enter the following details.

NEET Application No	<input type="text"/>
Candidate Name	<input type="text"/>
DOB	--Day-- --Month-- --Year--
Gender	--Select--
Security Pin as shown below (case sensitive)	<input type="text" value="Enter Security Pin as shown below"/>
Security Pin	<input type="text" value="828251"/>

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Step-4



Odisha Joint Entrance Examination

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)

Counselling Services
Simplifying The Admission Process

Home

New Candidate Registration

Personal Details

NEET Application No:	Candidate Name:	DOB:
<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender:	<input type="text"/>	

Mobile No. and Email Address

ISD Code:	Mobile No	Email Id
<input type="text" value="India (91)"/>	<input type="text" value="Mobile Number"/>	<input type="text" value="Email Id"/>

Choose your Password

Password	Confirm Password
<input type="password"/>	<input type="password"/>
Security Pin (case sensitive)	Security Pin
<input type="text"/>	<input type="text" value="914044"/>

Final Submit for Registration

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Step-5



Odisha Joint Entrance Examination

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)

Counselling Services
Simplifying The Admission Process

Dashboard

Home

Change Password

Last Activity Details

Login Trail

Logout

Last Visit:

Name:

NEET Application Number:

Available Services

- ☒ View Registration Form
- ☐ Application Form
- ☐ Qualification Details
- ☐ Contact Detail
- ☐ Upload Documents/Images
- ☐ Preview & Final Submit

Contact Us

odishaojee@gmail.com
 Odisha Joint Entrance Examination, JEE Cell,
Gandamunda, Khandagiri, DIST-Khordha, Bhubaneswar-
751030
 06742382101

Application Progress Status

Step	Status
Registration Form	Completed
Application Form	Incomplete
Qualification Details	Incomplete
Contact Detail	Incomplete
Upload Documents/Images	Incomplete
Final Submit	Incomplete

You have successfully Registered.
Kindly fill the detailed Application Form to complete the Registration Process.

Application Form

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Step-6



Odisha Joint Entrance Examination

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)



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Last Visit:

Name:

NEET Application Number:

Available Services

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[Application Form](#)
[Qualification Details](#)
[Contact Detail](#)
[Upload Documents/Images](#)
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751030
06742382101

Application Form

Domicile

Category

Sub Category Details

Person with Disability

Ex-Servicemen

Green Card

Other Information

Are you willing to participate for NRI seats? (as per medical counselling guideline)

Have you passed 10th board examination from State Government School in Odisha

Have you passed 12th board examination from State Government School in Odisha

NEET Marks

SAVE & NEXT

Step-7



Odisha Joint Entrance Examination

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)



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Last Visit:

Name:

NEET Application Number:

Available Services

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751030
06742382101

Qualification Details

☒ Class 10th or Equivalent Details

Class 10th or Equivalent

Pass Status

Year of Passing

Roll Number

Passing Board

Institute Name and Address

Result Mode

Maximum Marks

Obtained Marks

Divisions

Percentage Of Marks

12

☒ **Class 12th or Equivalent Details**

Class 12th or Equivalent

Pass Status
--Select--

Year of Passing
--Select--

Roll Number

Institute Name and Address
--Select--

Result Mode
--Select--

Passing Board
--Select--

Maximum Marks

Obtained Marks

Percentage Of Marks

Divisions
--Select--

Subject Wise Mark

Name	Passing Status	Max Marks	Obtained Marks
Physics	--Select--		
Chemistry	--Select--		
--Select--	--Select--		
--Select--	--Select--		

Subject/Year/Semester Max Marks: | Subject/Year/Semester Obtained Marks: | Subject/Year/Semester Percentage:

PREVIOUS

SAVE & NEXT

Step-8



Odisha Joint Entrance Examination

OJEE Counselling 2025 for MBBS/BDS (UAT Mode)



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Last Visit:

Name:

NEET Application Number:

Available Services

- [View Registration Form](#)
- [View/Edit Application Form](#)
- [View/Edit Qualification Details](#)
- [Contact Detail](#)
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751030
06742382101

Contact Detail

Correspondence Address

Premises No./Village Name	Sub Locality/Colony/Police Station (Optional)
Locality/City/Town/Village/Post Office	Country
State	District
Pin Code	

Permanent Address

☐ Same As Correspondence Address

Premises No./Village Name	Sub Locality/Colony/Police Station(Optional)
Locality/City/Town/Village/Post Office	Country
State	District

Step-9

Last Visit:

Name:

NEET Application Number:

Available Services

- [View Registration Form](#)
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751030
06742382101

Upload Documents/Images

S.No.	Required Document	Document Specifications	Upload	Action	Doc From DigLocker
1	Domicile Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
2	10th Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
3	12th Marksheet	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
4	12th Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
5	General EWS Category Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
6	Birth Certificate / 10th Board Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	Fetch from DigLocker
7	Photo Identity Card	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	
8	Green Card Certificate	Document Format: PDF Min Size (KB): 50 Max Size (KB): 300	Choose File No file chosen	Preview & Upload	

[PREVIOUS](#)

Step – 10

Dashboard
Home

Change Password
Last Activity Details
Login Trail
Logout

Last Visited: Jul 20 2025 1:05PM
Name: SONALI RAJENDRA KHARADE
NEET Application Number: 230410010564

Available Services

View Registration Form
View/Edit Application Form
View/Edit Qualification Details
View/Edit Contact Detail
View/Edit Uploaded Documents/Images
Preview & Final Submit

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odishajee@gmail.com
Odisha Joint Entrance Examination, JEE Cell, Gandemunda, Khordha, Dist-Ahonda, Bhubaneswar-751000
06742382101

Preview & Final Submit

Application Form

NEET Application Number	230410010564	Candidate's Name	SONALI RAJENDRA KHARADE
Father's Name	RAJENDRA	Mother's Name	LALITA
Date of Birth	01-10-2003	Gender	Female
Category	General-EWS	Domicile	OQISHA

Rank Details

NEET All India Rank (MBS/BS)	936273
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Sub Category List

Person with Disability	Yes
Ex-Servicemen	Yes
Green Card	Yes

Other Information

Are you willing to participate for NRI seats? (as per medical counselling guideline)	No
Have you passed 10th board examination from State Government School in Odisha	Yes
Have you passed 12th board examination from State Government School in Odisha	Yes

Other Details

NEET Marks	580
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Qualification Details

Class 10th or Equivalent Details

Pass Status	Passed
Year of Passing	2023
Roll Number	321456
Passing Board	BOARD OF SECONDARY EDUCATION, ORISSA
Institute Name and Address	A. H. S. GONDURUM
Result Mode	Percentage
Maximum Marks	750
Obtained Marks	431
Percentage Of Marks	57.47
Divisions	2nd Div

Class 12th or Equivalent Details

Pass Status	Passed
Year of Passing	2025
Roll Number	123456
Passing Board	COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA
Institute Name and Address	A.E.S. Higher Secondary School, Tarsha
Result Mode	Percentage
Maximum Marks	600
Obtained Marks	575
Percentage Of Marks	95.83
Divisions	1st Div

Subject Wise Mark