



Punjab Residency Program

Level-IV User Manual



1. Introduction:

The portal has been designed/developed to help the candidates of Residency (Level-IV) through step by step guidance, designed by Punjab Health Foundation, a subordinate entity of Specialized Healthcare and Medical Education Department, Government of the Punjab. The Policy and Procedure Manual (PPM) elaborating the complete framework of Punjab Residency Program Level-IV is available on the <http://level4.phf.gop.pk/>.

2. Helpline:

The program is intended to make the entire process of candidacy and selection automatic and transparent. For any inquiries and queries, please contact at:

Helpline: +92 304 1111972

3. Application Validity:

This application is valid for Current Residency Program.

4. Online Portal and Web Browser:

<http://level4.phf.gop.pk/>

Use latest **Browser** for better performance.

5. Application Fill Up Process:

Please note that an (*) mentioned against any field in this form, is mandatory and if not filled properly, the system will generate an error and you will not be able to proceed any further.

Please go <http://level4.phf.gop.pk/>

On the welcome page, there are two options:

Register : For new registration of candidates.

Login : Already registered candidates to login. Enter Email as login and Password.

For New Registration enter following information:

Register with Punjab Residency Portal

<input type="text" value="Shahzad Yaqoob"/>	<input type="text" value="02468-P"/>
<input type="text" value="03244051002"/>	<input type="text" value="Level 4 Year-1"/>
<input type="text" value="MBBS"/>	<input type="text" value="shahzad@phf.test.com"/>
<input type="password" value="....."/>	<input type="password" value="....."/>

I agree with the Punjab Residency Program Terms & Condition

Register

Full Name: As per matriculation.

PMDC Number: As per PMDC certificate

Mobile Number: Current active mobile number.

Faculty: MBBS / BDS

Level: Level- IV (Default selection for this program)

Email: Active email address.

Password: Minimum 6 characters are required.

Activation: A validation link will be sent to you via email. Your account will be activated when you will click on validation link.

Important: Fill the Registration Part carefully as PMDC number, email address and mobile number cannot be edited later.

Logout:

If you want to logout of the system, click the Log Out button.

Logout

On your login for the very first time, you will see on the bottom,

Continue Your Application Process 

Profile Builder:

Use "Profile Builder" button on top of the menu for complete your profile.

Profile Builder 

Step 1: Personal Information

10%

Personal Information : Step 1 of 6

Full Name *	Father/Husband Name *	Gender *
<input type="text" value="Shahzad Yaqoob"/>	<input type="text" value="Father/Husband Name"/>	<input type="text" value="Male"/>
Date of Birth *	Date of Passing MBBS *	Country of Passing MBBS *
<input type="text"/>	<input type="text"/>	<input type="text" value="Pakistan"/>
Email *	Contact *	PMDC Number *
<input type="text" value="shahzad@phf.test.com"/>	<input type="text" value="03244051002"/>	<input type="text" value="02468-P"/>
PMDC Expiry Date *	Nationality Type *	Nationality *
<input type="text"/>	<input checked="" type="radio"/> Single <input type="radio"/> Dual	<input type="text" value="Pakistan"/>
District of Residence *	CNIC * (Without dashes)	Expiry on CNIC *
<input type="text" value="Select One"/>	<input type="text" value="CNIC"/>	<input type="text"/>
Province of Domicile *	District of Domicile *	Do you want to apply for disability quota? *
<input type="text" value="Punjab"/>	<input type="text" value="Select One"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Address *	<input type="text"/>	

Dates Entry:

« August 2000						
Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

This is how the Dates are entered in the entire application process. When you click the button on the right of the date field, a calendar appears and by using the arrow keys on both sides, you can select your required month and then select the day. Upon click back at the same button the calendar will be closed and you will see the new inserted date in the date field.

When you are adding the Profile Picture, please make sure you have a digital file of your portrait picture in your computer as by clicking the Browse button, you be then required to click that file and select open.

Upload the relevant documents:

Upload documents in jpg / jpeg format only.

Allowed Upload Image types are jpg or png only with size less then 500 KB each.

Profile Picture *	<input type="button" value="Remove"/>	CNIC Front Picture *	<input type="button" value="Remove"/>	CNIC Back Picture *	<input type="button" value="Remove"/>
<input type="button" value="Choose File"/> 123.png		<input type="button" value="Choose File"/> ruuru.png	<input type="button" value="Remove"/>	<input type="button" value="Choose File"/> ruuru.png	<input type="button" value="Remove"/>
Domicile Front Picture *	<input type="button" value="Remove"/>				
<input type="button" value="Choose File"/> ruuru.png	<input type="button" value="Remove"/>				

→

Note: If information submitted is found wrong, mismatched or forged, the application will be rejected and training if started will be discontinued with no right of appeal at institution/government level. All attached images should be readable otherwise application form will be rejected.

Please note that system will only accept a file size less than 500 KB. If you have a larger picture, Read the following note.

Important Note: Many users find it difficult to check the size of their portrait pictures and large scanned pictures are not accepted by the system, so it is important to have a portrait picture which is web-friendly. For this purpose, use <https://compressjpeg.com/> to compress your picture in a web-friendly size.

Disability Quota:

If you apply for disability quota then click on below radio button.

* Do you want to apply for disability quota?

Yes No

Important Note: If you select "Yes" you will only be considered for disable quota. That means you won't be able to apply in any other quota/general quota.

Step 2 Education:

If you have Local/Recognized education please select that option, and in case of education from any foreign country, kindly select the Foreign from the radio buttons as show below.

Please fill all the fields and attached necessary documents against each year. Total marks and obtained marks should be inclusive of Pakistan Studies and Islamiyat marks. All the DMC Images should be reduced to 500KB otherwise system will not accept it and you will not be able to proceed further.

If you are a Foreign University Graduate, you will see the following form. You will have to submit PMDC Equivalent Result document as a proof. Kindly make sure to fill all the fields with the exact information as the system can reject your entry after verifications. Attempts and percentage marks of MBBS also entered through dropdown (You can view it from your DMC of any professional)

Education : Step 2 of 6

Degree:

Nationality	Graduate Country	Graduation	Degree	Duration
Pakistan	Pakistan	Local	MBBS	5
Province *	Institute Type *	Institute *		
Punjab	Government	Fatima Jinnah Medical University, Lahore		

Attempts Detail:

Yearly Marks:

Please confirm that the marks entered in both Obtained Marks and Total Marks are inclusive of islamiyat and Pak Studies Marks.

Year	Obtained Marks *	Total Marks *	Division *	Attempt *	Position *	DMC Image *	Position Certificate
1	680	900	1st	1st	Non	Choose File No file chosen	Choose File No file chosen Remove
2	786	900	1st	1st	Non	Choose File No file chosen	Choose File No file chosen Remove
3	890	900	1st	1st	Non	Choose File No file chosen	Choose File No file chosen Remove
4	500	900	1st	1st	Non	Choose File No file chosen	Choose File No file chosen Remove
5	670	900	1st	1st	Non	Choose File No file chosen	Choose File No file chosen Remove

Certificates:

Attempt Certificate *	Matric DMC Image *	FSC/Equivalent DMC Image *	MBBS/BDS Degree Image *
Choose File 234.jpg 	Choose File 234.jpg 	Choose File 234.jpg 	Choose File 234.jpg 

Level-III Information:

Candidate can also add Position & Gold Medal information while entering the Level-III information

Level-III Information:

FCPS MS MD

FCPS:

Discipline	Passing Date *	Certificate Image *
Ophthalmology	8/2/2022	Choose File No file chosen Remove

Level 3 Details:

Speciality	Program	Gold Medal	Passing Date *
	FCPS	None	
Obtained Marks *	Total Marks *	Certificate Image *	
		Choose File No file chosen	

Step 3: Experience:

Experience in public sector organizations are acceptable. The experience at primary, secondary or tertiary level may be entered here.



Post Fellow Ship Experience: Step 3 of 6

Post Fellow Ship Experience Information

Add Experience of public institution under punjab health department only. All other public institution experience are not valid

Image	Type	Name	Speciality	From	To	Duration	Province	Employment Type	Action
---	Tertiary, Tertiary	Mayo Hospital, Lahore	Medicine	6/9/2022	15/11/2022	2	Punjab	Contract	✎ 🗑

Institute Level * Institute Type * Speciality

Name Of Hospital *

Date From * Date To * Certificate * No file chosen

Province * Type of Employment *

Step 4: Research Paper:



Research Paper : Step 4 of 6 Research Papers

Note:

- i. Papers published in National and international impact factor journals shall be accepted.
- ii. Active DOI link required.
- iii. Publisher Web Link required.

Journal	Research	Country	Displine	Title	Author	Status	DOI Link	Web Link	Action
INTERNATIONAL JOURNAL OF MEDICINE AND MEDICAL SCIENCES	Original Article	Nigeria	Health Sciences	Medicine And Allied	1st	Published	Https://Phf.Punjab.Gov.Pk/	Https://Phf.Punjab.Gov.Pk/	✎ 🗑

Research Type * Journal

DOI Link *

Title *

Publisher Web Link *



Author Status

Step 5: Specialty Preference:

90%

Speciality : Step 5 of 6

FCPS

Super Speciality	Speciality	Hospital	Preference No	Action
Paediatric Ophthalmology	Ophthalmology	Mayo Hospital, Lahore	1	 

Preference

Type *

Speciality *







Super Speciality *

Hospital Name *

Preference No. *

Voucher Form

Candidate can download Fee Voucher at any stage of application. They have to get printout of the Fee Voucher and required to deposit in any branch of Bank of Punjab.

<p>Date : 22 May 2023 Voucher No. : 14919819</p>   <p>Punjab Health Foundation <input type="text" value="Bank Copy"/></p> <p>Bank of Punjab (Through Cash Management Solution Only) A/C : 6580048830600077 (Only For Foreigner)</p> <p>Applied For PG Level 4 Candidate No 14919819 Candidate Name Shahzad Yaqoob Candidate CNIC 1234567890111 Candidate PMDC 02468-P</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Description</th> <th>PKR</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Application Fee</td> <td>2,000</td> </tr> <tr> <td colspan="2">Total Payable</td> <td>2,000</td> </tr> </tbody> </table> <p>Amount in Words <input type="text" value="Two Thousand Only"/></p> <p>Due Date : 29 May 2023</p> <p>Fee from Pakistan candidates will only be accepted through Cash Management Solution.</p> <p>Note : " The amount can be deposited by Cash only in any branch of Bank of Punjab across Pakistan and payment made through Demand Draft /Pay Order shall not be acceptable".</p>	S.No	Description	PKR	1	Application Fee	2,000	Total Payable		2,000	<p>Date : 22 May 2023 Voucher No. : 14919819</p>   <p>Punjab Health Foundation <input type="text" value="PHF Copy"/></p> <p>Bank of Punjab (Through Cash Management Solution Only) A/C : 6580048830600077 (Only For Foreigner)</p> <p>Applied For PG Level 4 Candidate No 14919819 Candidate Name Shahzad Yaqoob Candidate CNIC 1234567890111 Candidate PMDC 02468-P</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Description</th> <th>PKR</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Application Fee</td> <td>2,000</td> </tr> <tr> <td colspan="2">Total Payable</td> <td>2,000</td> </tr> </tbody> </table> <p>Amount in Words <input type="text" value="Two Thousand Only"/></p> <p>Due Date : 29 May 2023</p> <p>Fee from Pakistan candidates will only be accepted through Cash Management Solution.</p> <p>Note : " The amount can be deposited by Cash only in any branch of Bank of Punjab across Pakistan and payment made through Demand Draft /Pay Order shall not be acceptable".</p>	S.No	Description	PKR	1	Application Fee	2,000	Total Payable		2,000	<p>Date : 22 May 2023 Voucher No. : 14919819</p>   <p>Punjab Health Foundation <input type="text" value="Candidate Copy"/></p> <p>Bank of Punjab (Through Cash Management Solution Only) A/C : 6580048830600077 (Only For Foreigner)</p> <p>Applied For PG Level 4 Candidate No 14919819 Candidate Name Shahzad Yaqoob Candidate CNIC 1234567890111 Candidate PMDC 02468-P</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Description</th> <th>PKR</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Application Fee</td> <td>2,000</td> </tr> <tr> <td colspan="2">Total Payable</td> <td>2,000</td> </tr> </tbody> </table> <p>Amount in Words <input type="text" value="Two Thousand Only"/></p> <p>Due Date : 29 May 2023</p> <p>Fee from Pakistan candidates will only be accepted through Cash Management Solution.</p> <p>Note : " The amount can be deposited by Cash only in any branch of Bank of Punjab across Pakistan and payment made through Demand Draft /Pay Order shall not be acceptable".</p>	S.No	Description	PKR	1	Application Fee	2,000	Total Payable		2,000
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Save & Proof Read:

 Save & Proof Read

Proofreading:

After clicking "save & Proof Read" you will see following window where all information of applicant display. If you want change some information, click on "Edit" button.

Shahzad Yaqoob Edit

Form No: 19819

Name	Shahzad Yaqoob	Father/Husband Name	M.Yaqoob
Email	shahzad@phf.test.com	Mobile No	03244051002
Date Of Birth	01 Jan 1990	Gender	Male
PMDC Number	02488-F View	Last Date of PMDC	31 Dec 2023
Degree - Country	Pakistan	Nationality	Pakistan - Lahore
CNIC	1234567890111	CNIC Expiry Date	30 Sep 2023
CNIC Front	View	CNIC Back	View
Disability	No	Domicile	Punjab - Lahore - View
Address	Lahore		

Education (Attempts Aggregate: 9.00) Edit

Graduation Detail : Punjab : Government Fatima Jinnah Medical University, Lahore

Certificate : [View](#) Matric : [View](#) FSC : [View](#) Degree : [View](#)

Year	Obtained Marks	Total Marks	Division	Position	Attempts	Certificates	Position Certificates
1	880	900	1	0	1	View	N/A View
2	785	900	1	0	1	View	N/A View
3	890	900	1	0	1	View	N/A View
4	500	900	1	0	1	View	N/A View
5	670	900	1	0	1	View	N/A View

LEVEL-III Information

Type	Discipline	Speciality	Obtain Marks	Total Marks	Passing Date	Certificates
FCPS	Ophthalmology		N/A	N/A		View

Work Experience (Aggregate: 0.00) Edit

Sr.#	From	To	Duration	Level	Institute	Province	Type of Employment	Certificate
1	05 Sep 2022	15 Nov 2022	2 Month	Tertiary	Mayo Hospital, Lahore	Punjab	Contract	View

Research Paper (0.00) Edit

Sr.#	Title	Author	Status	Link
1	Medicine and Allied	1st	Published	https://phf.punjab.gov.pk/

FCPS Preference Edit

Preference No.	Speciality	Super Speciality	Institute	Institute Marks	Total Marks
1	Ophthalmology	Paediatric Ophthalmology	Mayo Hospital, Lahore	0.00	9.000000

Weightage Marks Claimed

Please note that the claimed marks are just provisional marks.

FCPS Aggregate	9.000000
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Payment Information Edit

Branch Code	Submitted Date	Image
0428	07 Jul 2022	View

Edit Button

This Button in each panel provides an opportunity to edit the profile before submitting it. Note that once submitted profile can't be changed.

 Edit

Accept and Submit

it is certified that information are correct.

1. I, Shahzad Yaqoob, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
2. I am solely responsible for providing any of incorrect information supplied in the application form for registration.
3. If information submitted found wrong, mismatched or forged the application will be rejected and training if started will be discontinued with no right of appeal at institution / government level.
4. **I will be liable to a disciplinary action may be initiated against me if any of the documents uploaded/attached/submitted found fake/ forged.**

 Accept & Submit

Submit and Close Application:

Once application is completed, submit application. The following screen will appear.

Application Completed



i Your application process is almost completed. Please click on following link and download voucher. And voucher along with 1,000 Rs amount submit in "Bank of punjab". And upload candidate slip to completed your application process.

[View and Print Application](#)