



ODISHA STATE BOARD OF PHARMACY

(GOVT. OF ODISHA)

P.O.: MANCHESWAR RAILWAY COLONY, BHUBANESWAR – 751 017.

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Letter No. 758 /OSBP/2026

Bhubaneswar, Dt. 29/01/2026

To,

The Principal,

All the D. Pharm institutions affiliated to OSBP, Bhubaneswar.

Sub: Information regarding documents required while applying for OSBP Registration Number of candidates admitted in to D. Pharm Course during the academic session 2025-26 – Reg.

Madam/Sir,

With reference to the subject cited above, it is informed that the following documents will be required while applying for OSBP Registration of candidates admitted in to D. Pharm Course during the academic session 2025-26.

1. LIST OF DOCUMENTS:

- a. Migration Certificate in **ORIGINAL** from the Board/Council/University last studied
- b. Copy of cancelled CLC/TC of institution/college last studied. (The original CLC/TC submitted by the candidate is to be cancelled by the Principal of the D.Pharm institution where the candidate has taken admission and a copy of this cancelled CLC/TC is required to be submitted to OSBP.)
- c. Copy of Aadhaar
- d. Copy of 10th pass certificate
- e. Copy of 12th pass certificate
- f. Copy of 12th mark sheet
- g. Verification Report: Verification report in **ORIGINAL** regarding the authenticity of the 12th marksheet and pass certificate from the concerned Board/Council from which the candidate has passed 12th examination is to be submitted. *
- h. Equivalency certificate: In case of equivalent examinations, the equivalency certificate in **ORIGINAL** from Council of Higher Secondary Education (CHSE) must be submitted by the candidate. Where a consolidated list of such equivalent examinations has already been notified by the CHSE and the name of the Board is in the list, the submission of equivalency certificate will not be required. *
- i. For outside state candidates: In case of outside state students, an affidavit from executive magistrate (Rs.100/-) for regarding genuineness of the documents is to be submitted by the candidate. The affidavit is to be submitted along with the items mentioned in SI No. 7 & 8.
- j. In case duplicate CLC/TC is submitted in the D.Pharm institution: In case, duplicate CLC/TC is submitted in the D.Pharm institution, an affidavit from executive magistrate (Rs.100/-) regarding the same is to be submitted by the candidate.
- k. In case of discontinuance of the course last studied before allotment of its registration number: If the candidate has discontinued the course last studied before allotment of registration number, a letter from the Head of the Institution/college last studied regarding discontinuance of course and non-issuance of the registration number from the Board/Council/University to which the institution is affiliated is to be submitted in the official Letter-Head of the institution/college from which the candidate has discontinued the course.

ALL THE DOCUMENTS MUST BEAR THE FULL SIGNATURE OF THE CANDIDATE WITH DATE.

ALL THE DOCUMENTS MUST BE COUNTERSIGNED BY THE PRINCIPAL OF THE D. PHARM INSTITUTION WITH OFFICE SEAL AND DATE BEFORE SUBMISSION TO OSBP, BHUBANESWAR.

2. OTHER ESSENTIAL REQUIREMENTS:

- a. At the time of submission of the Application Form for Registration, it is **mandatory to fill-up the Combined Counselling Application No.** (Combined Paramedical Counselling 2025-26 – Common Application Form No./CAF No.) in the Application Form. Hence, the Principal of the D.Pharm institution are required to keep the CAF Number of the candidates admitted in their institution ready before filling-up the Application Form for Registration.
- b. The Principal of the D.Pharm institutions need to ensure that the CLC/TC from the institution/college last studied is **from a constituent or affiliated college/institution** of the Board/Council/University from which the Migration Certificate is submitted. In case of **mismatch, the OSBP Registration Number will not be issued.**
- c. The Principal of the D.Pharm institution is required to ensure that the admitted candidates are meet the minimum qualification criteria for admission in to D.Pharm course as per the prescribed guidelines. *
- d. The **latest self-attested photograph of the candidate duly attested by the Principal** of the D.Pharm institution is required at the time of submission of Application Form for Registration.
- e. The Application Form for Registration will be issued by OSBP, Bhubaneswar in due course.

**Ref: Guidelines for counseling and admission to first year degree, diploma and certificate courses of para medical & allied medical science and lateral admission to second year (third semester) courses of BMLT, BMRT, COA AND COSA in Government & Govt. approved private institutions of the State-2025-26. (Approved by the Department of Health & Family Welfare, Government of Odisha (Vide No. HFW-ME-II-MISC-0044-2020/10560/H&FW Dt. 4.5.2020).*

This advance information is provided to enable the Principal of the D.Pharm institutions to thoroughly scrutinize, attest and keep the documents and CAF Number ready for submission. They are required to ensure that the candidates admitted in their institution meet the minimum qualification criteria are as per the guidelines of PCI, New Delhi/Govt. of Odisha, authentic documents of the candidate are submitted and the candidate has taken admission in to D. Pharm course through Combined Counseling for Paramedical & Allied Medical Sciences conducted by DMET(O) as per Govt. of Odisha guidelines.

The registration of a candidate will be disallowed or cancelled at a later stage if any document submitted is found to be fake and/or if it is found that a candidate does not meet the minimum qualification criteria as prescribed by PCI, New Delhi/Govt. of Odisha for admission in to D.Pharm course and action as deemed proper shall be initiated as per rule.

Further communication regarding the Application Form, date of submission and any other matter related to the candidate registration process shall be made **directly to the Principal of affiliated institutions by OSBP, Bhubaneswar.**

This is for your information and necessary action.

Yours sincerely,



**Member Secretary,
OSBP, Bhubaneswar, Odisha.**

Memo No. 759/OSBP/2026 Bhubaneswar, Dt. 29/01/2026

Copy submitted to the Director Medical Education and Training, Odisha and Chairman, OSBP, Bhubaneswar for favour of kind information.

 29/1/26

Member Secretary,
OSBP, Bhubaneswar, Odisha.

Memo No. 760/OSBP/2026 Bhubaneswar, Dt. 29/01/2026

Copy submitted to the Convenor, Combined Paramedical Counselling 2025-26 for favour of information.

 29/1/26

Member Secretary,
OSBP, Bhubaneswar, Odisha.

Memo No. 761/OSBP/2026 Bhubaneswar, Dt. 29/01/2026

Copy to the M/s Detroit Consultants for information and necessary action. They are requested upload the letter in the examination portal of OSBP = www.osbp.in.

 29/1/26

Member Secretary,
OSBP, Bhubaneswar, Odisha.