GMDSS Exam Manual

(Volume –I)

For

Applicant Users

Department of Telecommunications

Government of India

29th November, 2023

INDEX

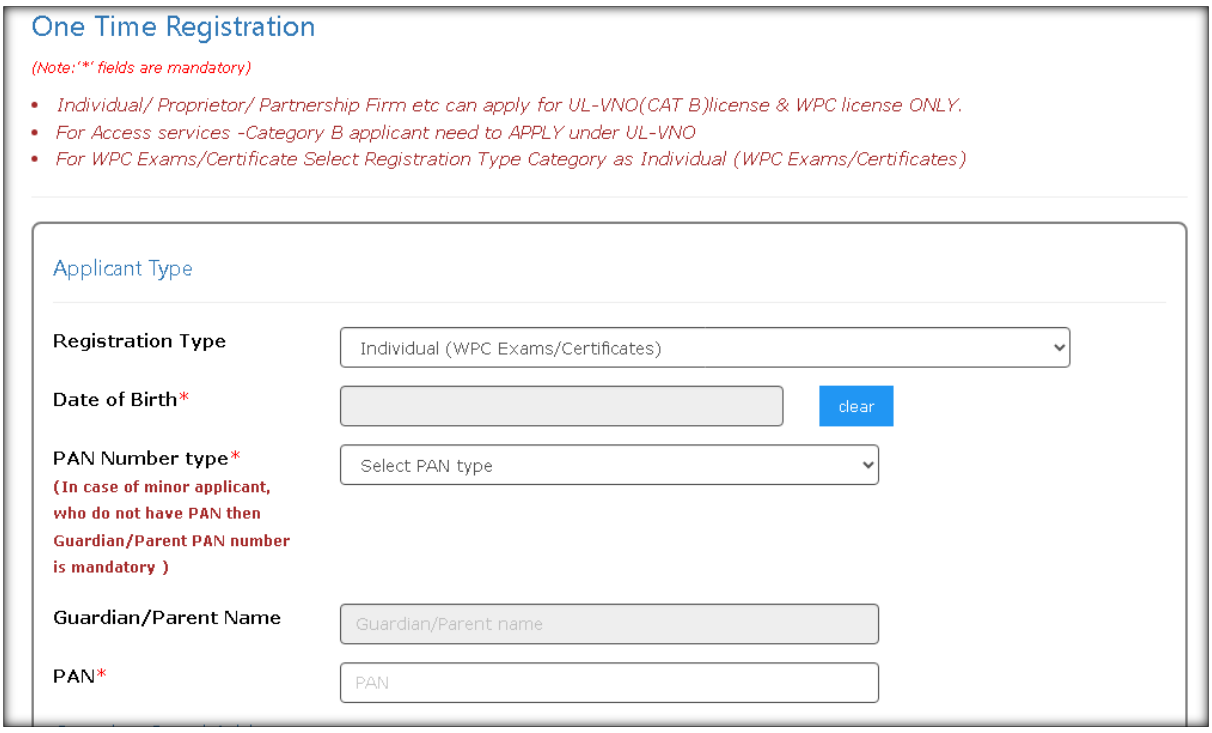
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One Time Registration

Go to URL :- https://saralsanchar.gov.in



Click on Register Yourself.



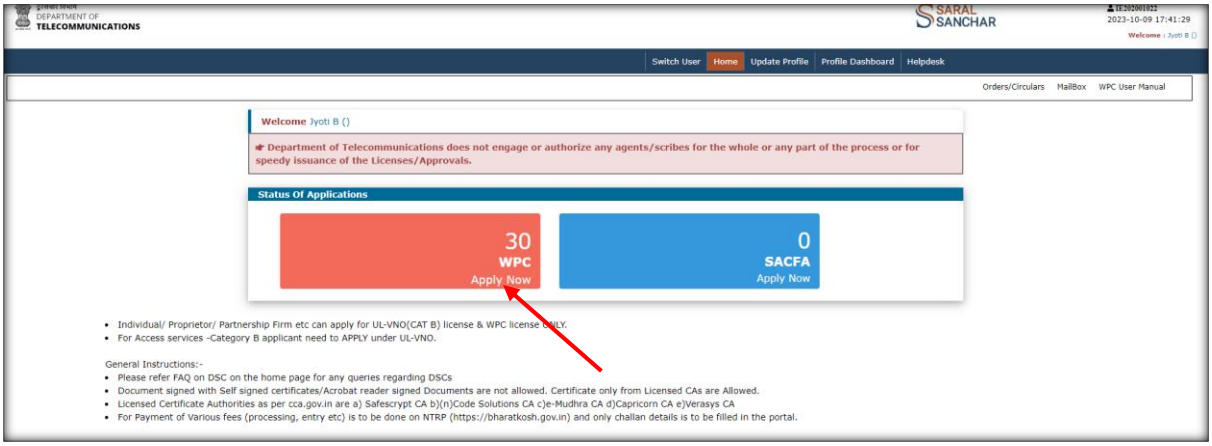
Enter Date of Birth, PAN

Authorized signatory with contact details has to entered, The Mobile number and Email of Authorized signatory are validated by OTP. All other address like Corporate, Regd and Correspondence addresses are to kept blank

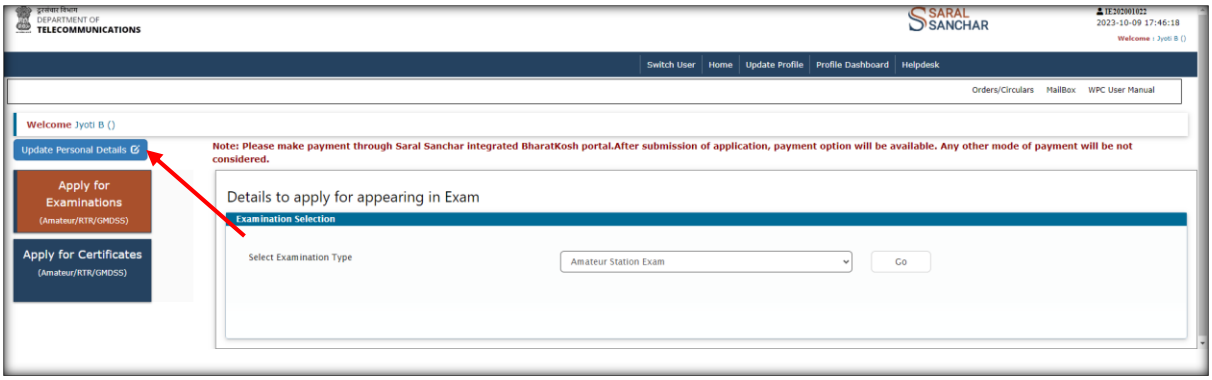
On submission user is created and details of userid and password are sent on mail to Auth signatory mail id.

Login with the user credentials. Change password first time.

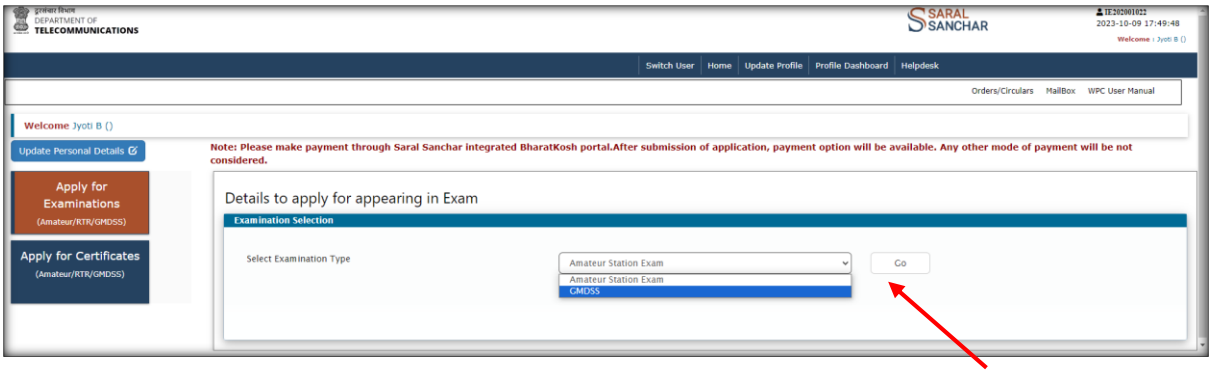
Click on Apply Now



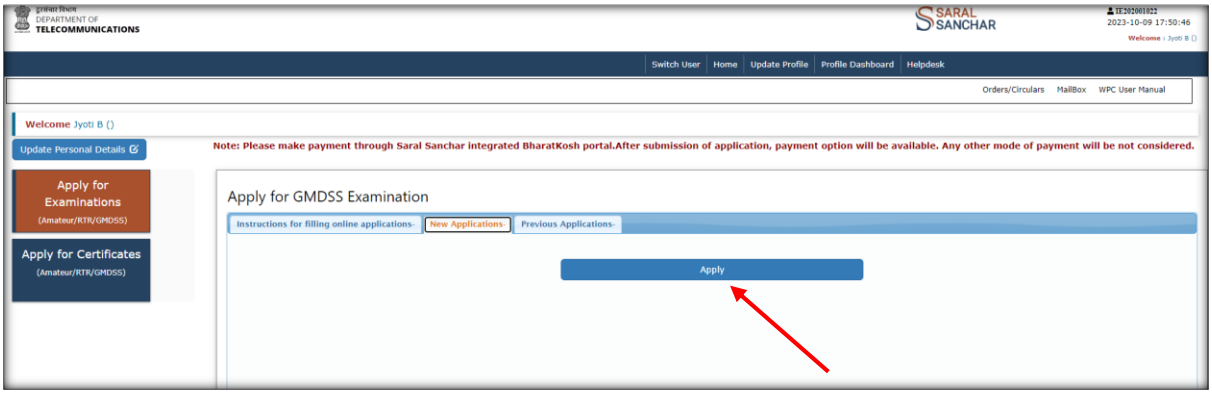
Please update your profile by clicking on **Update Personal Details** Button on the left sidebar.



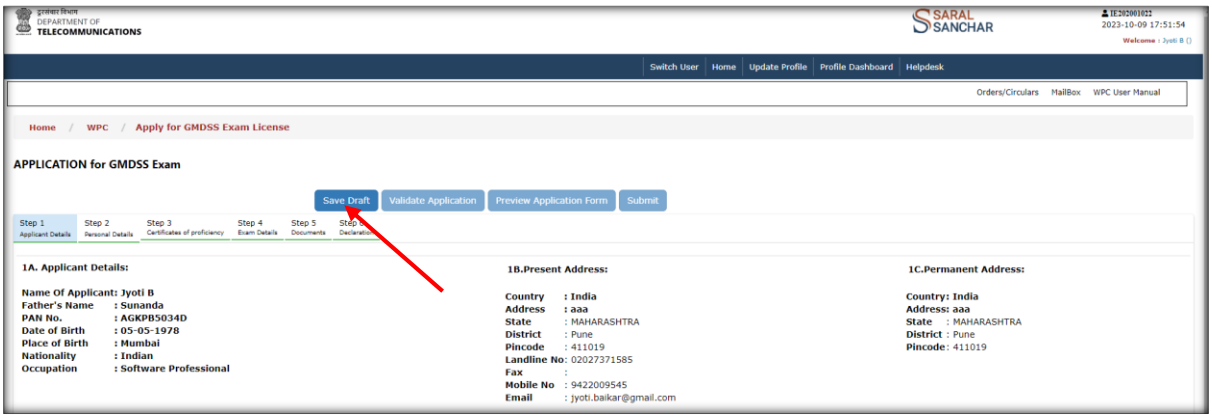
After updating the profile click on **Apply For Examinations** Button and select the **GMDSS** Option from the dropdown and click on **Go** Button to proceed further.



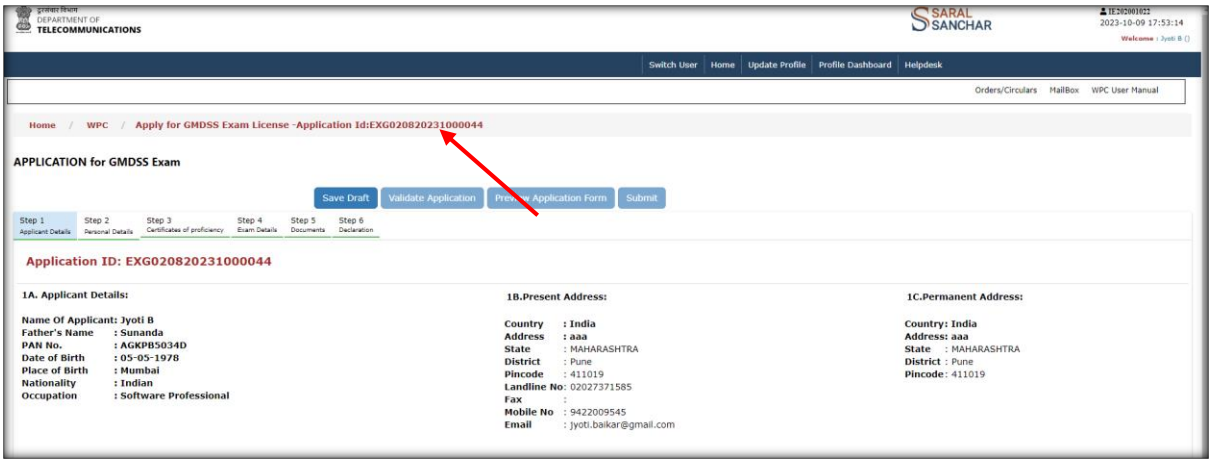
Go to the **New Applications** tab and click on **Apply** button.



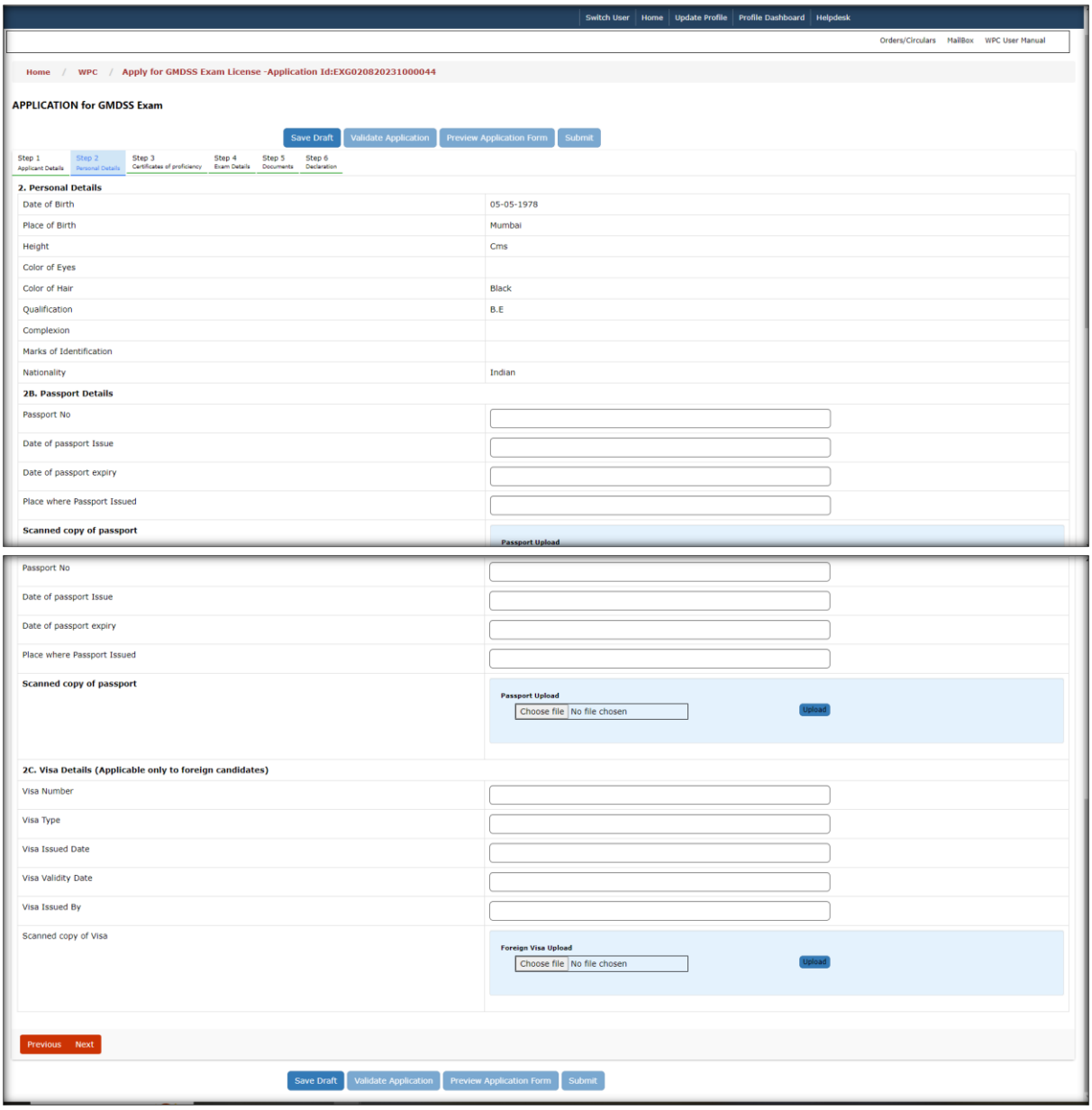
An application from will appear as shown below. Click on **Save Draft** Button to create an application id.



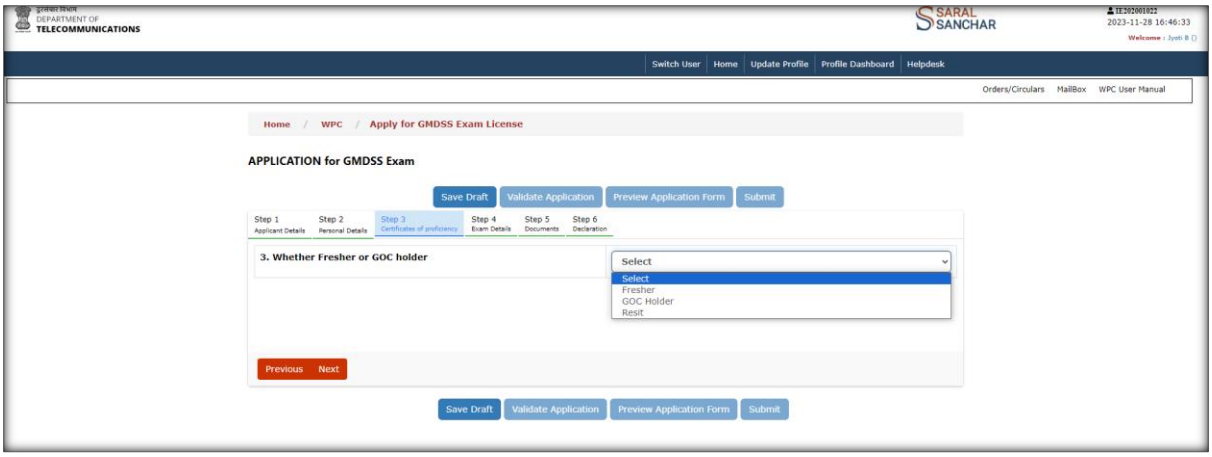
An **application id** will be generated and the page will be refreshed.



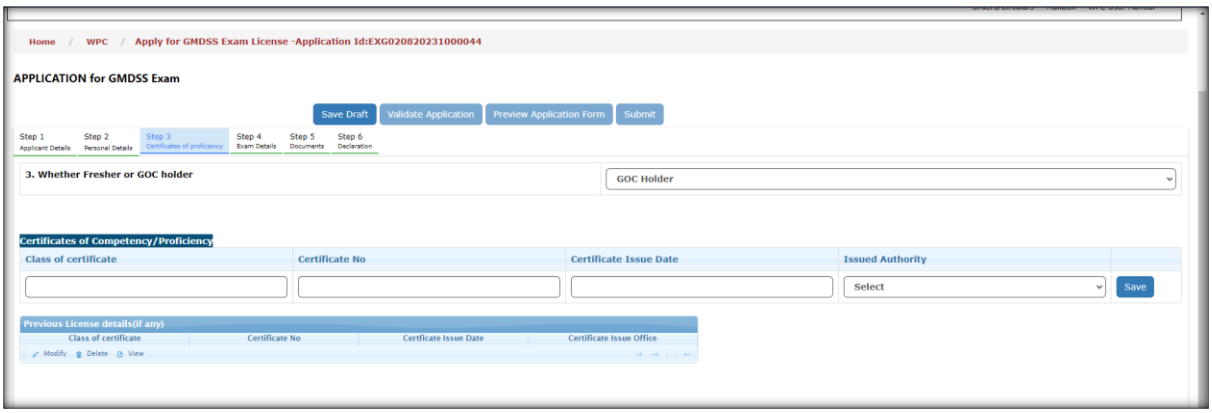
Go to the step 2 and fill your **Passport** and **Visa** details, these details may be prepopulated in case you provided the information about your passport and visa in the update profile section.



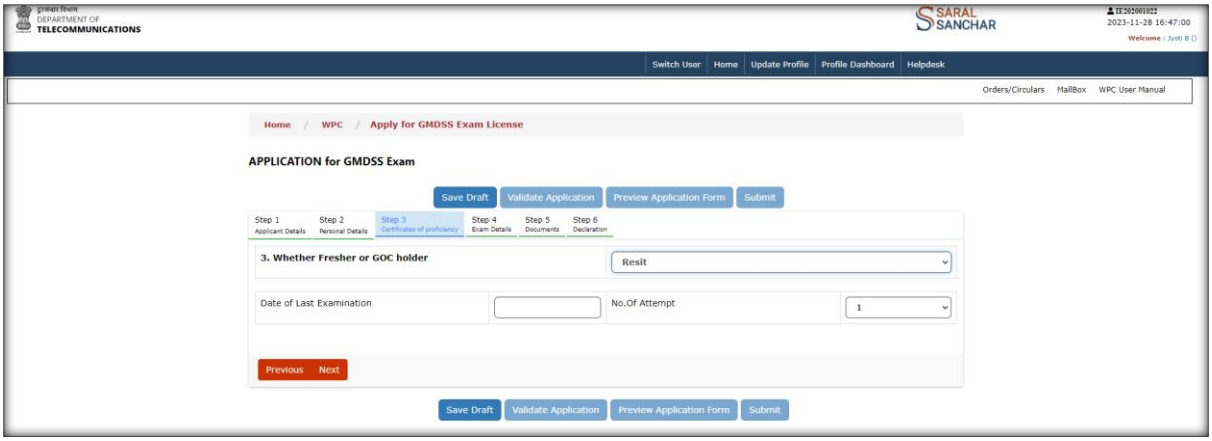
Now go to **Step 3** and select the appropriate option from the dropdown below



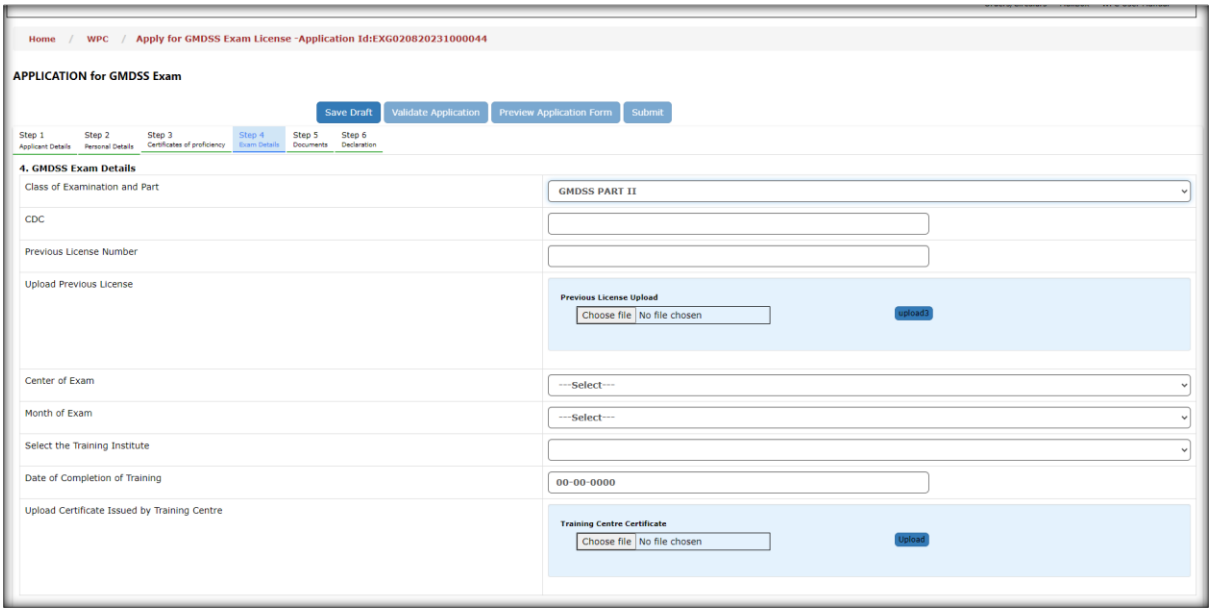
If you are a GOC Holder, you need to provide information about **Certificates of Competency/Proficiency** in the fields given below



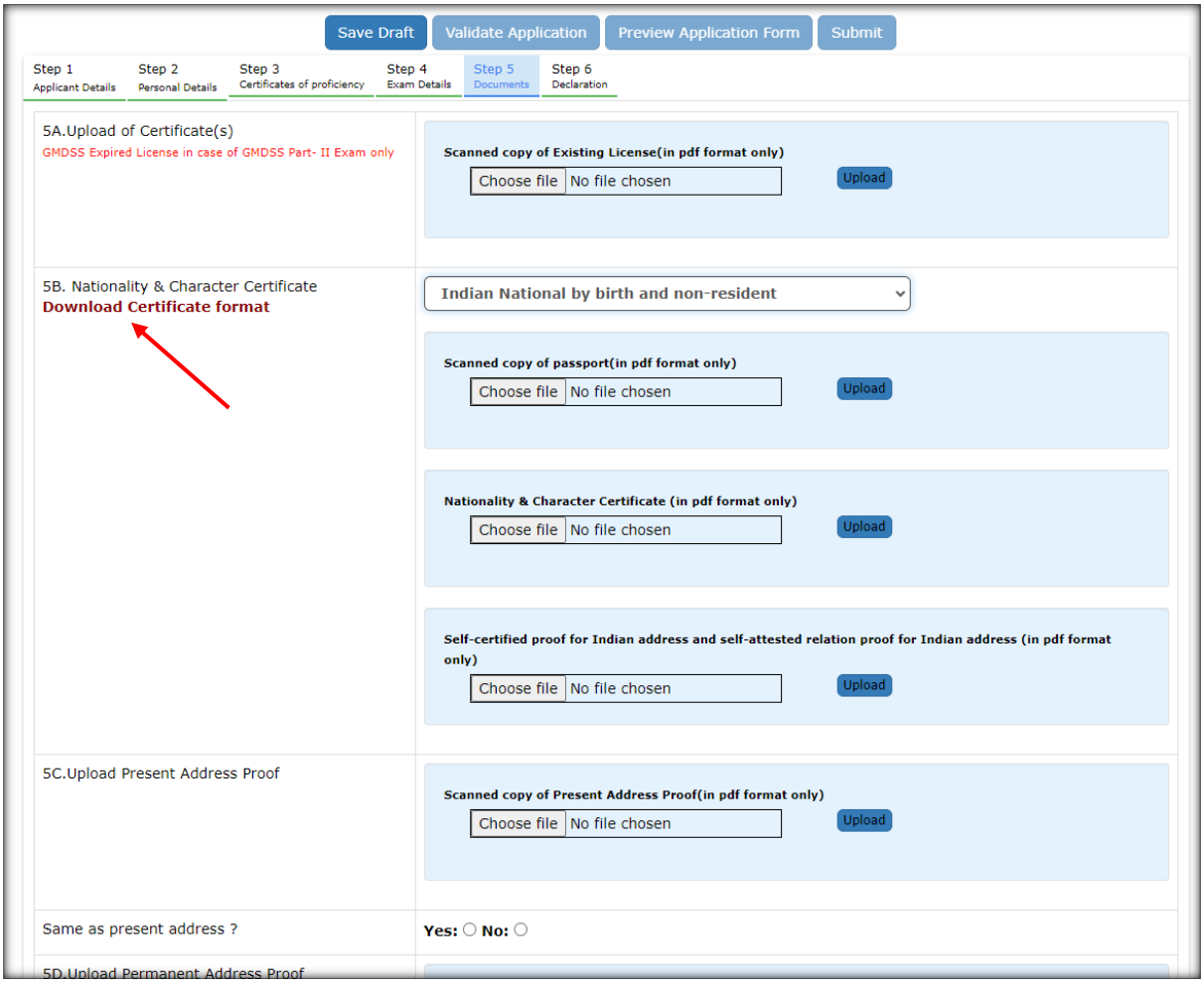
For **Resit** candidates the following information needs to be produced



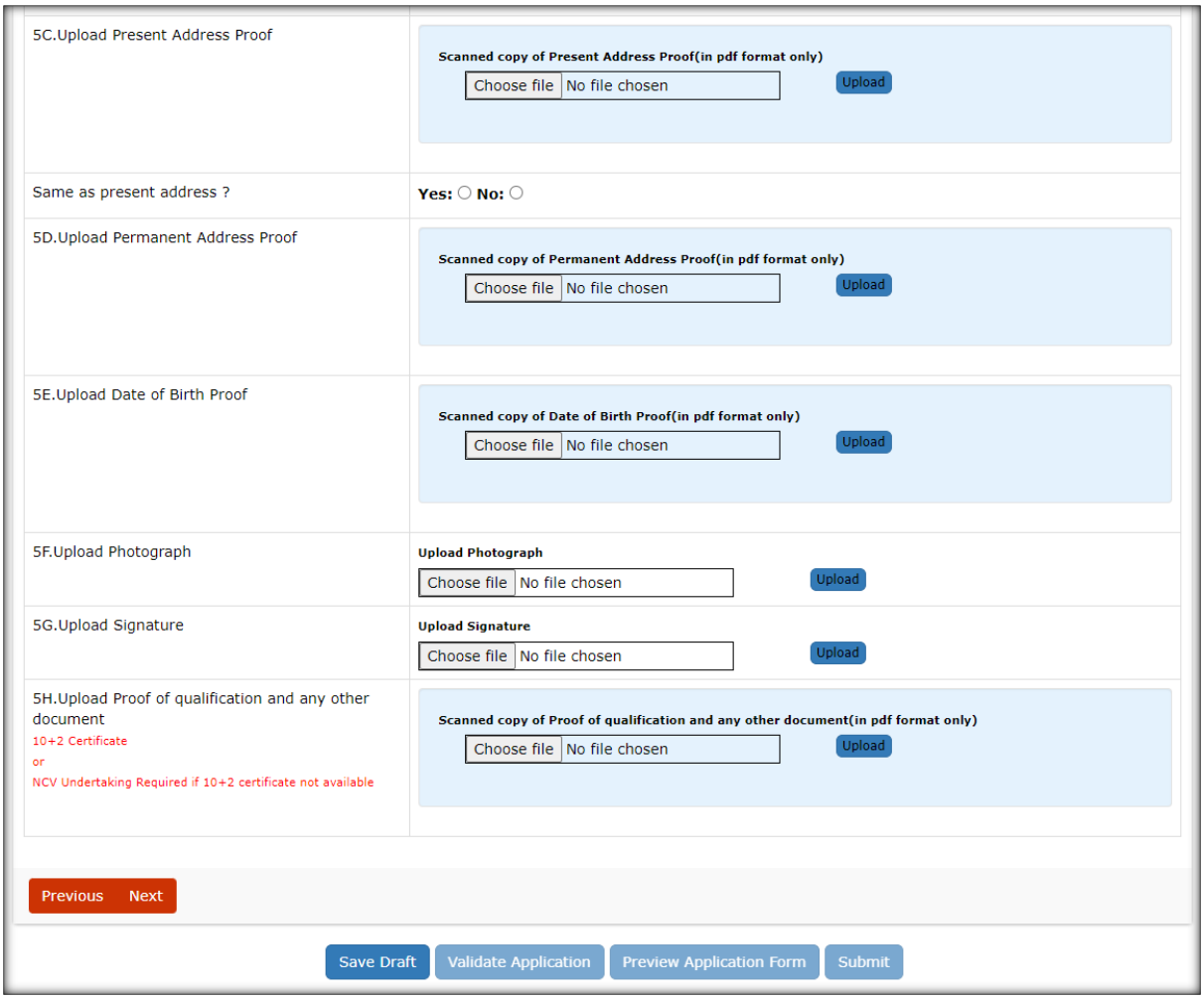
Now go to **Step-4** and provide the GMDSS Exam details. For Part-II you have to provide the CDC details, Previous License number and the Previous License needs to be uploaded.



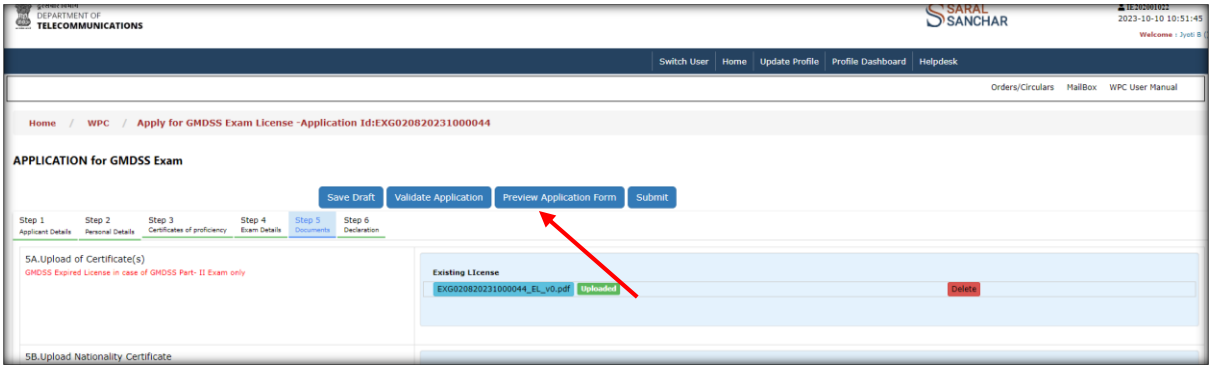
Step-5: Upload all the necessary documents.



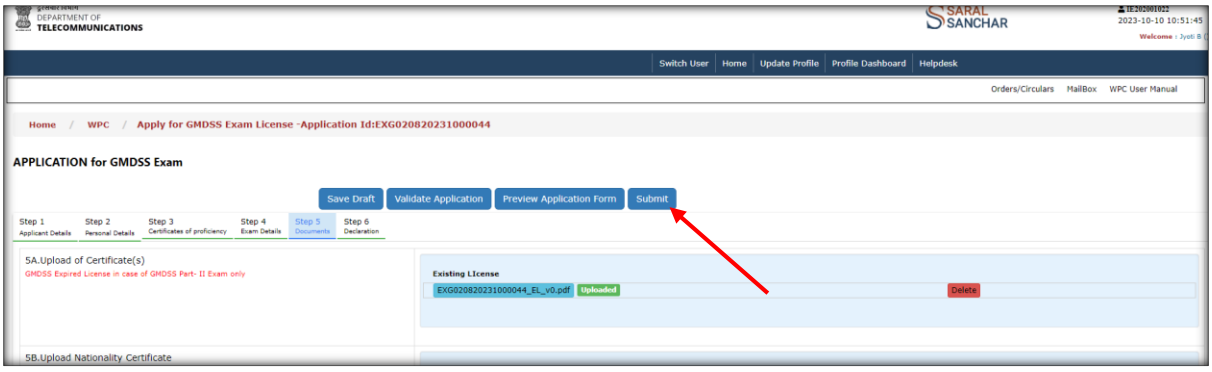
Note: Select the correct option from the nationality and upload the stated documents. To download the format for certificate click on the above link (shown by arrow)

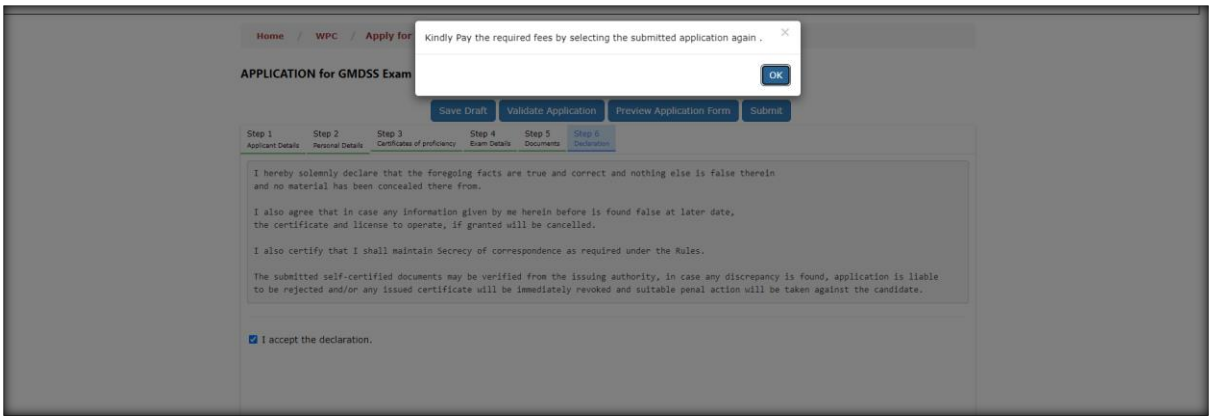


Click on the **Preview Application Form** Button to get an overview of the application details.

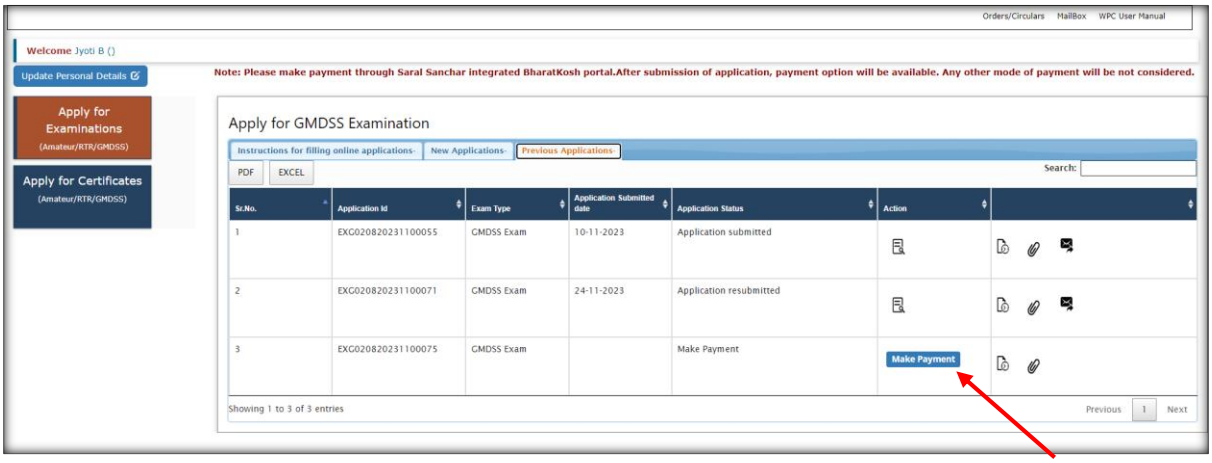


Click on the **Submit** button to submit the application.

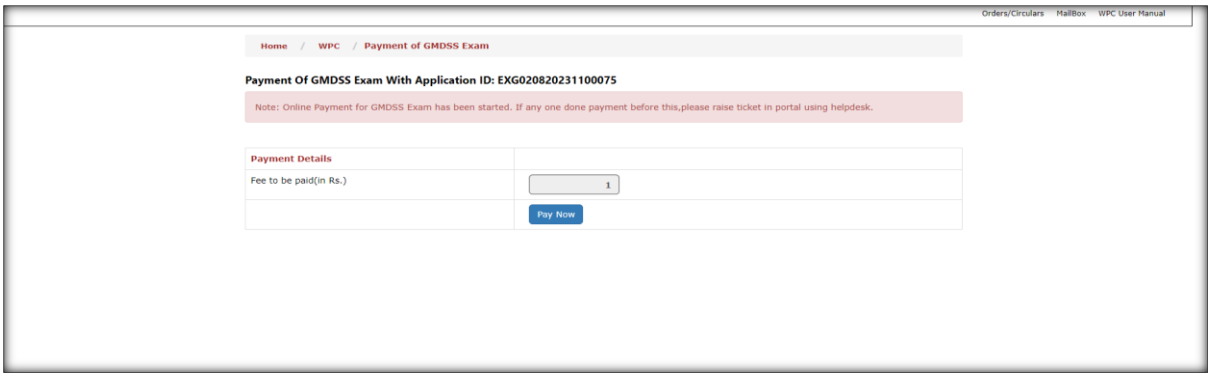




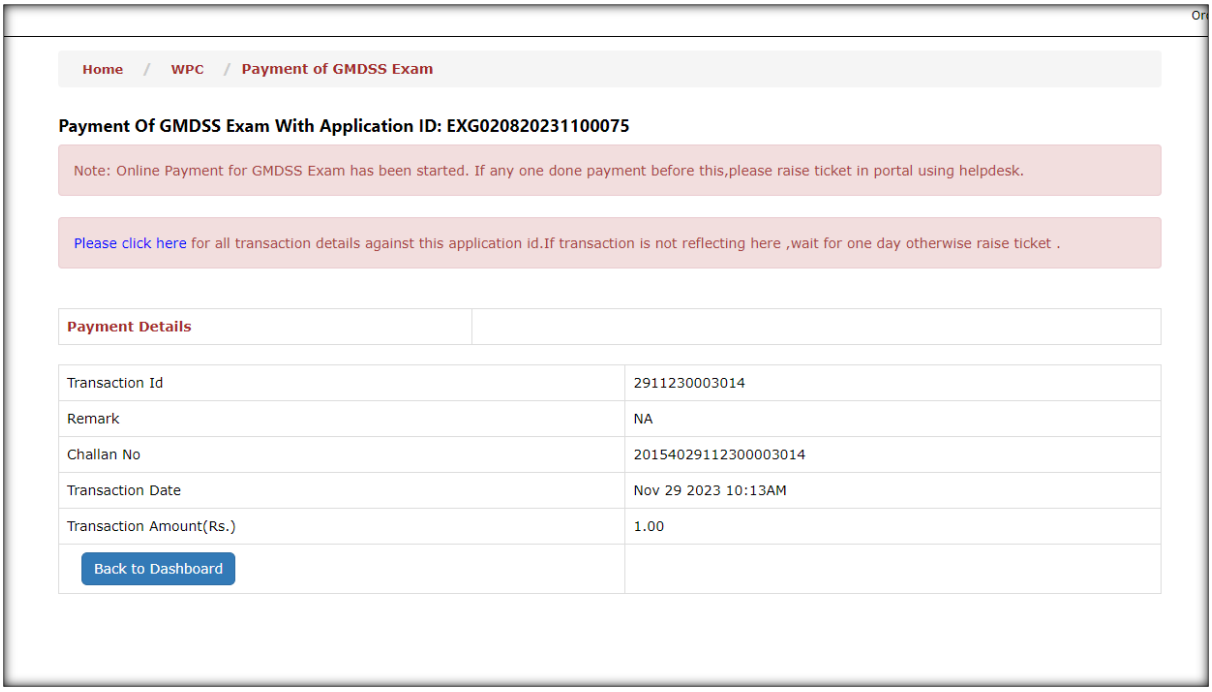
Click on OK button. You will be redirected to the dashboard.



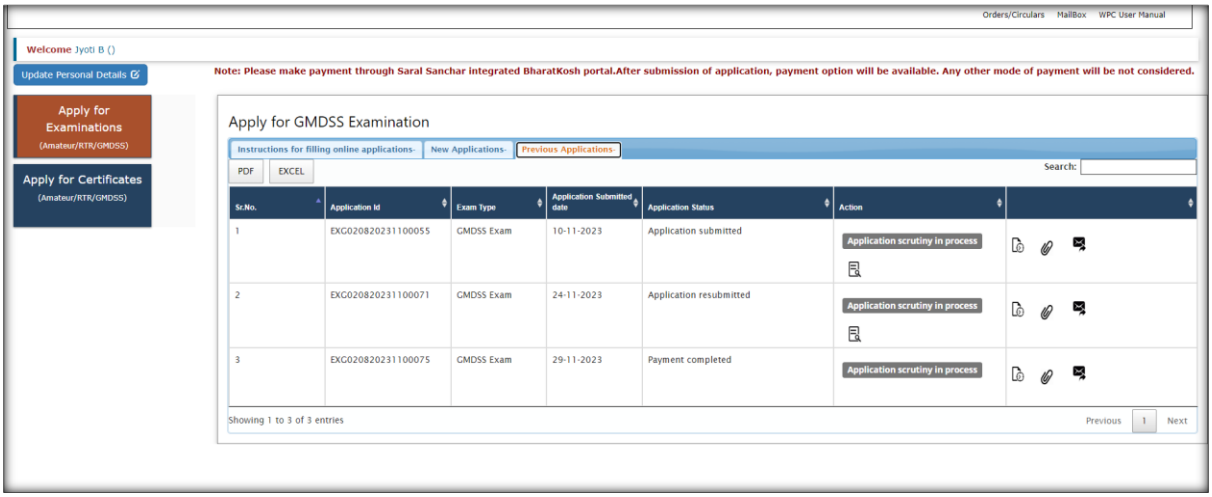
Click on Make Payment Button and make the payment.



On successful payment a receipt will be generated as shown below



This completes the application. Now the application is pending for scrutiny. In case of errors the application will be reverted back to the applicant.



To download the hall ticket please click on the Download Hall ticket button

