Office of the West Bengal Nursing Council
"Purta Bhawan", Room No. 302, 3rd floor,
D.F. Block, Sector – I, Salt Lake City,
Kolkata – 700 091. ☎ (033) 2321 2059.
Email: wbnc_22302059@ymail.com
Website: wbnursingcouncil.org

सत्यमेव जयते

No 3020 / 499 / NC

Date: 25/06/2024

From: Registrar, West Bengal Nursing Council.

NOTICE REGARDING NUID RENEWAL

All registered nurses under West Bengal Nursing Council who have already obtain NUID CARD are hereby being informed that they have to **renew** their **NUID CARD** by **himself or herself** through **NRTS portal** from **01.07.2024**. **The entire process for NUID CARD RENEWAL in the NRTS portal are mentioned below** –

Step 1: Login to NRTS Website (https://nrts.indiannursingcouncil.gov.in/login.nic)

Step 2: Click on the **NEW USER** to register & create a user-id and Password, Select **Nurses with NUID** for this process.

Step 3: Fill up the **Form** by providing **NUID number** and after filling up the form then click on **SUBMIT** button

Step 4: After successfully registering, click on **back to login**. Put User name, Password and captcha to **login into the account**.

Step 5: After login, Select **Renewal Process** under **Renewals** from the left menu, after submitting the details, click on **RENEW button**.

Step 6: Click on the **Go for RENEWAL PAYMENT** button, chose **ONLINE Payment Gateway (PAY.GOV Payment Method)** for pay the **Renewal fees**.

RENEWAL FEES – 500/- **[AS PER INC GAZETTE NOTIFICATION, 2019]**

PENALTY FOR RENEWAL FEES – 5000/- (After completion of 6months of the last validity date)

Please use **MOZILA FIREFOX browser** for **do this payment**.

Step 7: After successful payment, a page will occur in your window, where you have to **Authenticate your AADHAAR through yourself by OTP**.

Step 8: After successful Aadhaar authentication, you have to click on the submit button and then your data will be submitted to SNRC.

You have to wait for **30days** after **successful data submission** to **SNRC**. Then you will able to download your **RENEWED NUID CARD** & **NUID PASSBOOK, NUID RENEWAL CERTIFICATE** from NRTS portal by login into their account.

The details of this **RENEWAL process** is also given below as a demo format, please check it before start your **renewal Procedure.**

Sabari Mandal
25/06/2024
Registrar
West Bengal Nursing Council

Renewal Registration

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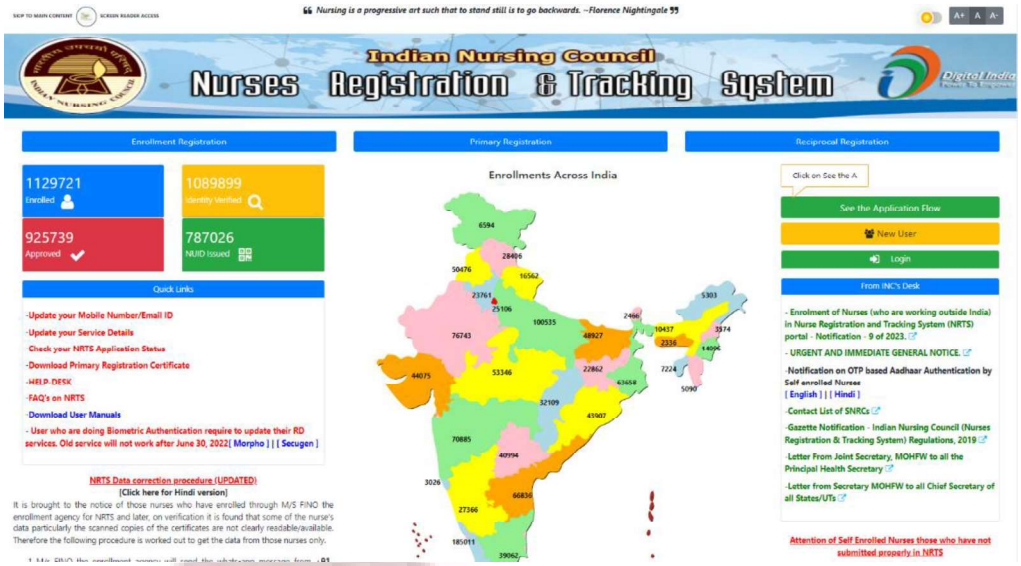
Introduction

NRTS – Nurses Registration and Tracking System is a web-based application designed for Indian Nursing Council, New Delhi to enable creation of live register of the nurses across the country.

The renewal process allows a nurse to update and extend their registration. Every actively practicing nurse is required to renew their registration every five years of service.



URL

https://nrts.indiannursingcouncil.gov.in/login.nic

Roles

Following 3 roles are involved in this process.

1. Nurse
2. Superintendent
3. Registrar

Nurse

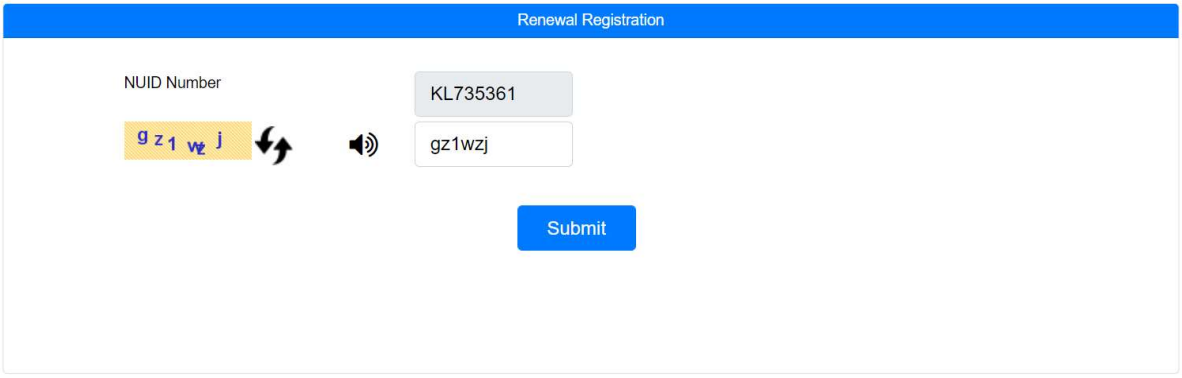
- Open our website (https://nrts.indiannursingcouncil.gov.in/login.nic) and click on **New User** to register and create a user-id and password.
- Select **Nurse with NUID** for this process.

- A form is displayed; fill the form by providing **NUID** number.
- Providing NUID will make Nurse Role ease, as it automatically get a few details like full name, email-id, and mobile number.
- Fill all other details and click on **Submit.**
- After successfully registering, click on **Back to login**.

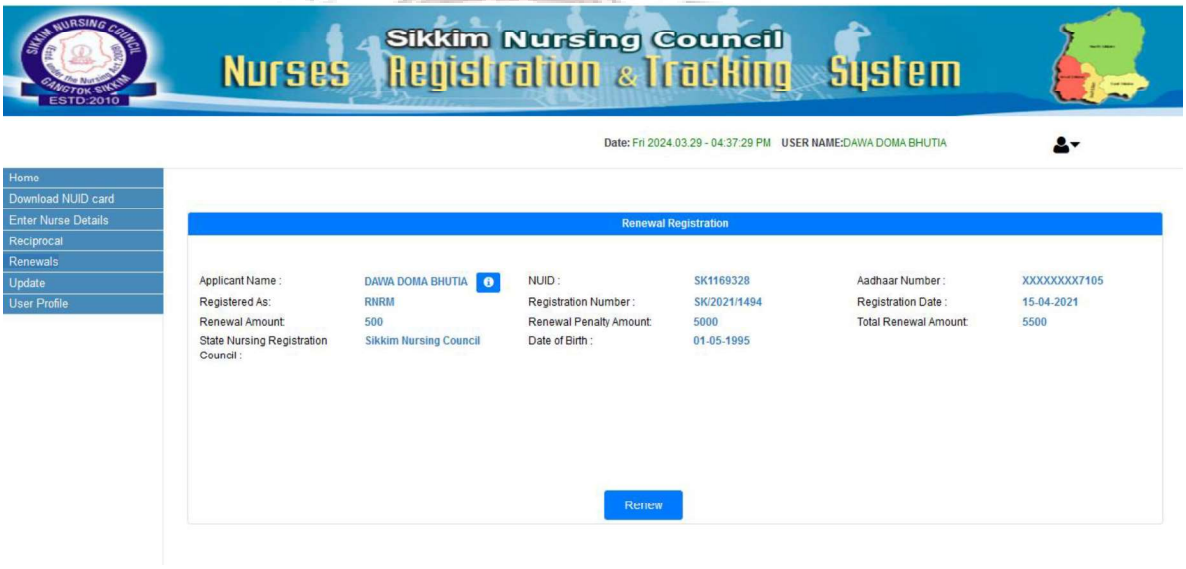
Login

- Enter the Username and Password along with CAPTCHA to authenticate and access the application.
- Select **Renewal Process** under **Renewals** from the left menu.

- When Nurse selects **Renewals**, a page appears as:



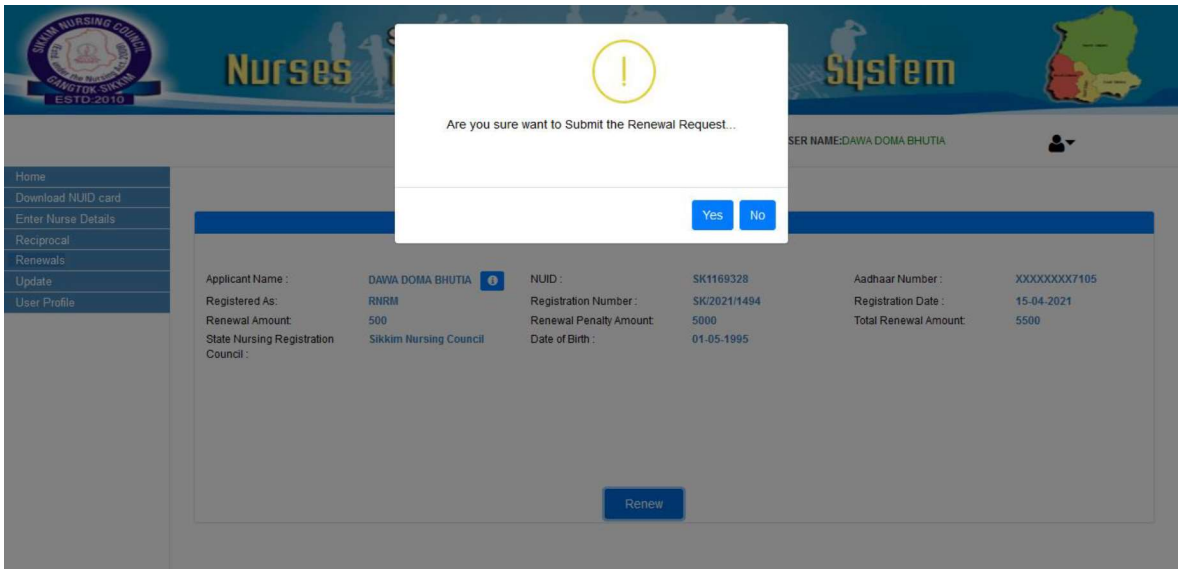
- Enter the captcha.
- Click on **Submit**, then nurse can view all the details related to him.



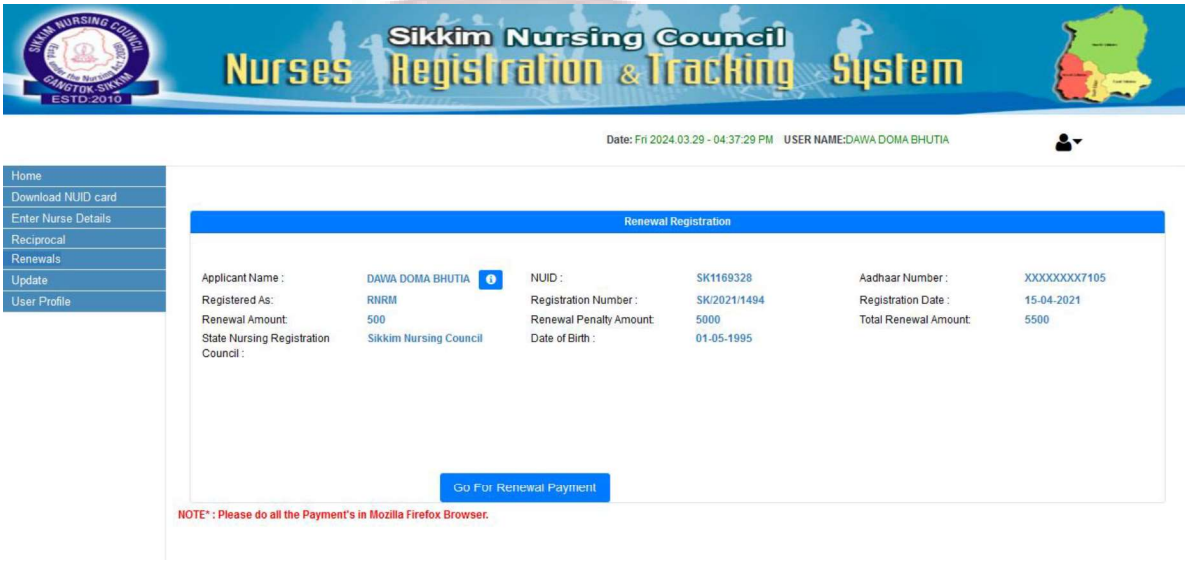
Renew

- Click on Renew button.

- An alert appears.

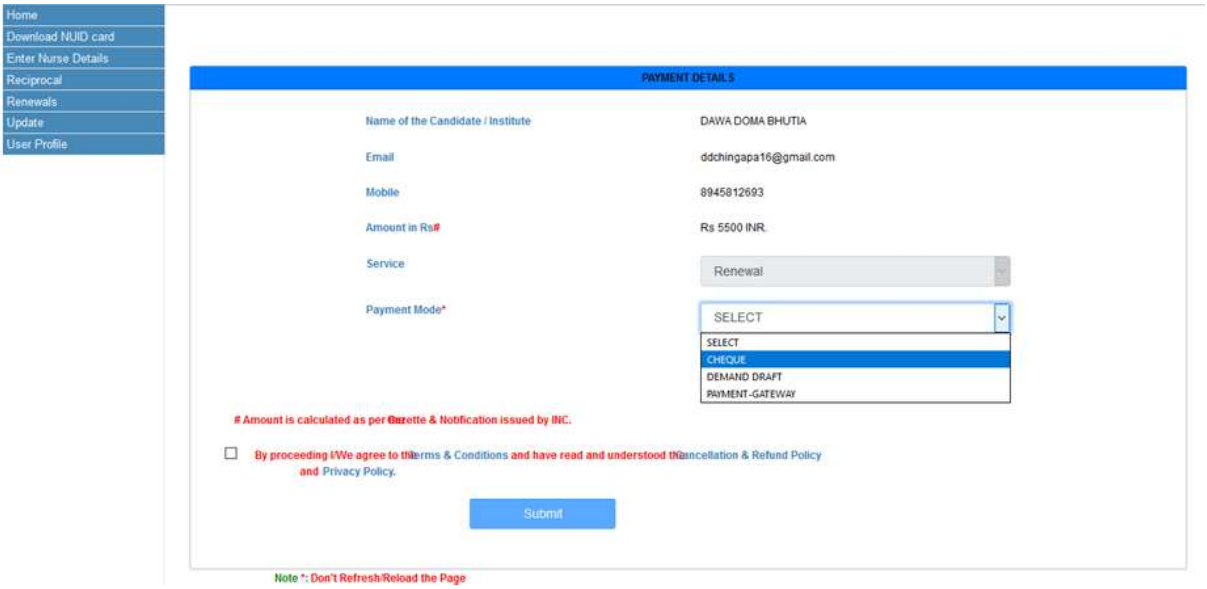


- Click Yes to continue with the process.
- A success message appears.

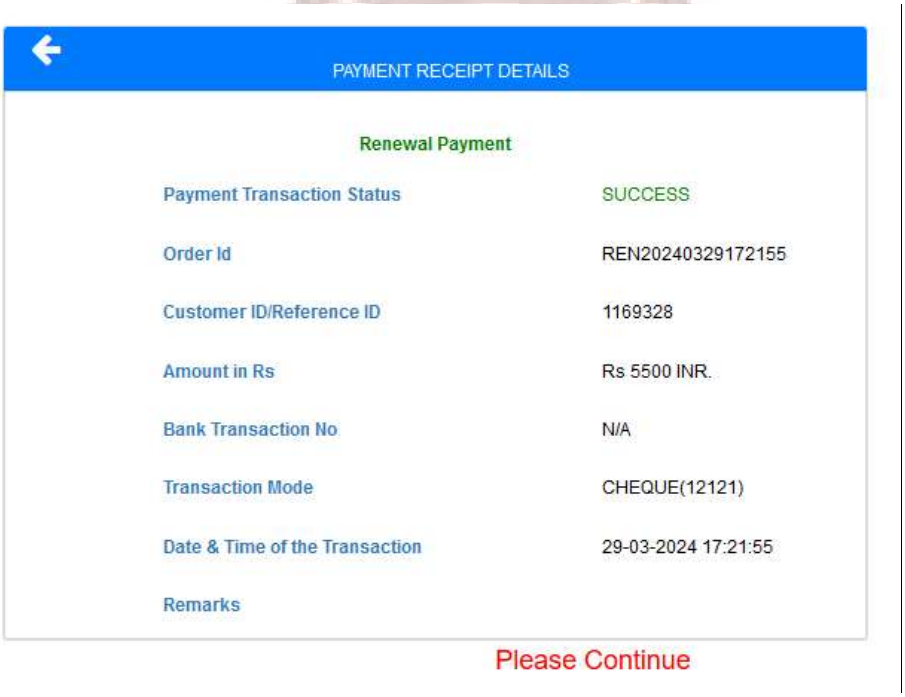


Payment

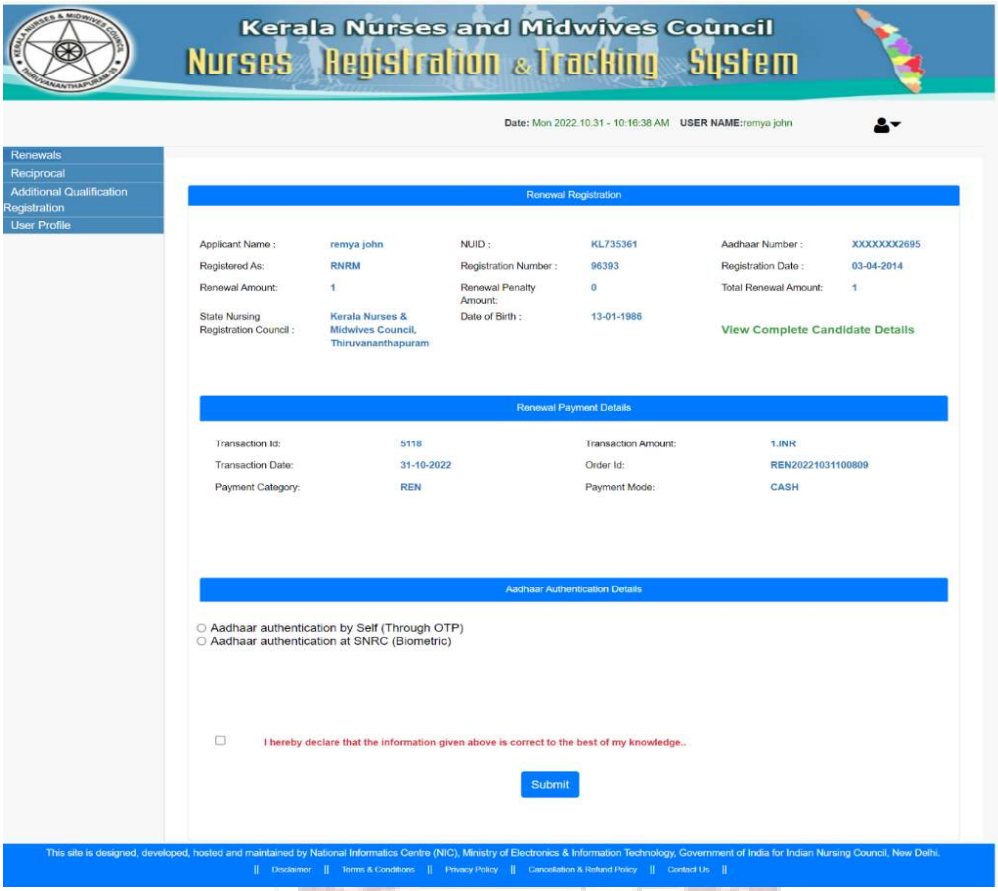
- Click on the **Go for Renewal Payment** button.
- Do payments in Mozilla Firefox.
- Select Payment mode.
- Provide your consent for payment.



- Click on Submit
- A success message appears as:



- Click on Please continue.



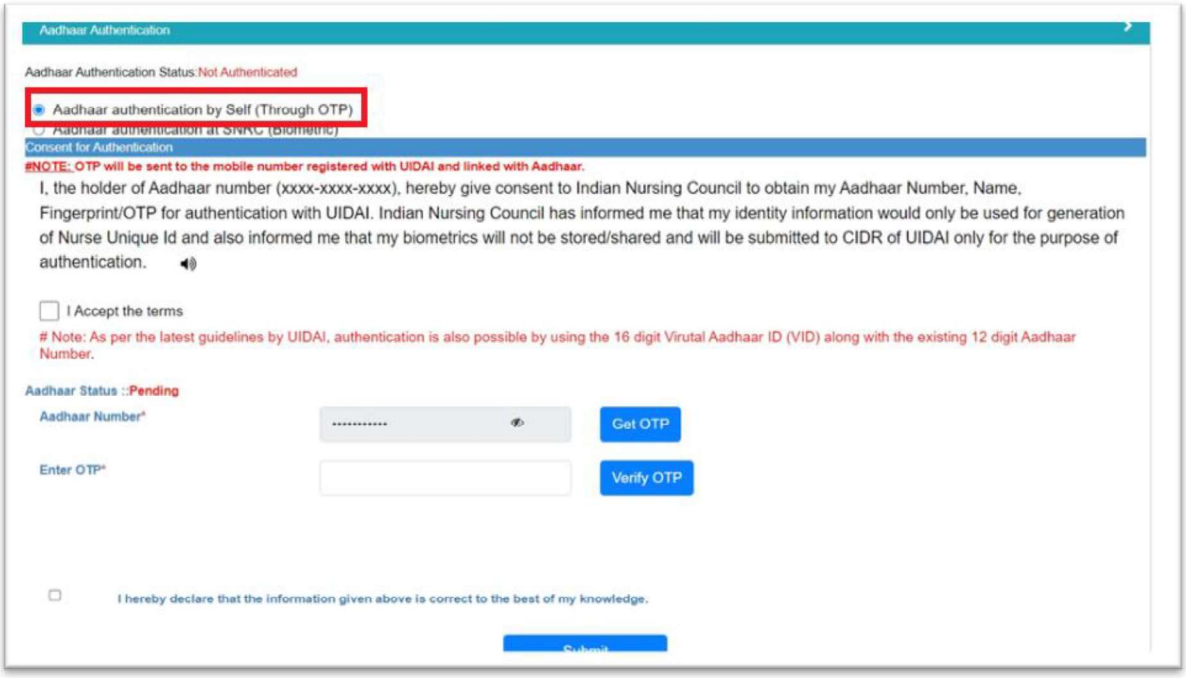
Aadhaar Authentication

- NRTS Provided two different ways to authenticate.
- User can opt for **either one** of the below options to complete Aadhaar authentication:
    1. Aadhaar authentication by Self (through OTP)
    2. Aadhaar authentication at SNRC (through Biometric)

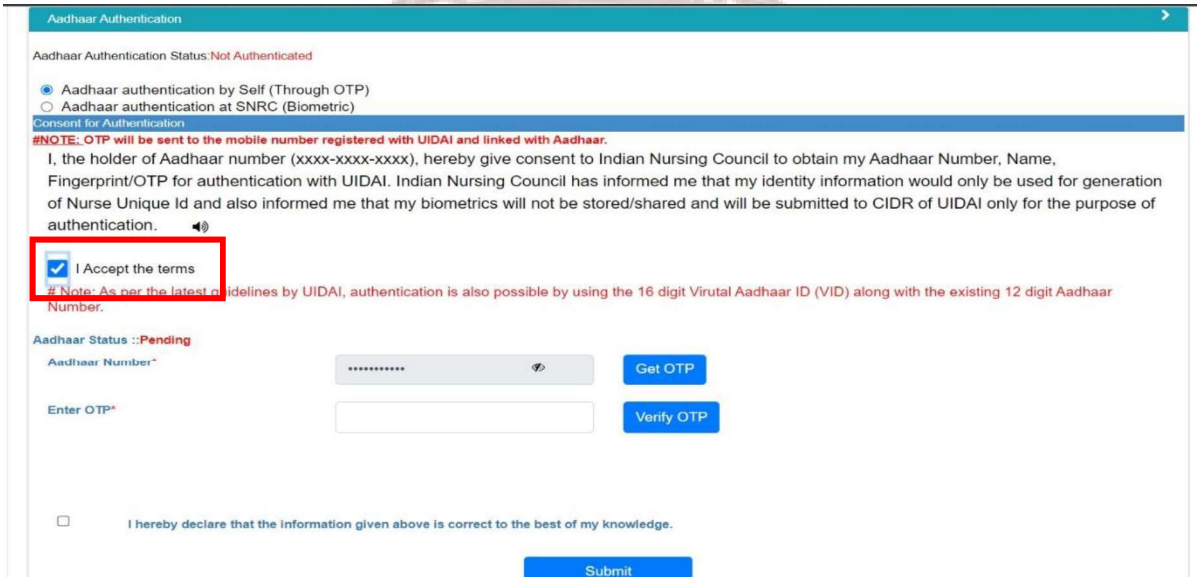
- Open Aadhar Authentication Section as shown in the below.

Aadhaar Authentication by Self through OTP

- Click on **Aadhar Authentication by Self (Through OTP)** option.

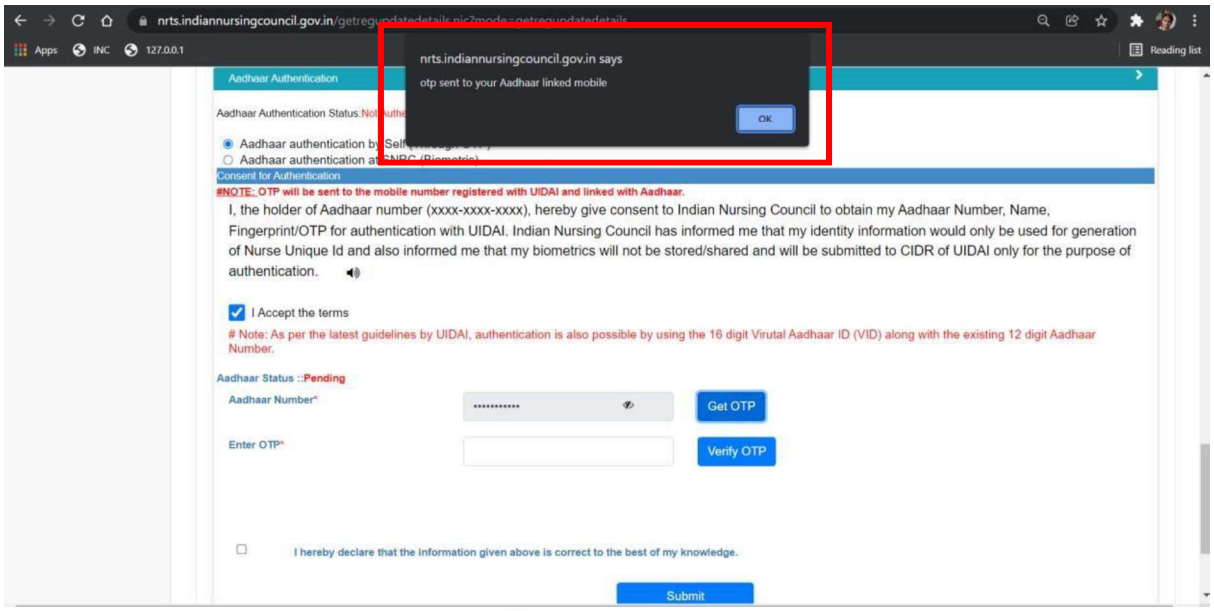


- Please go through the **Consent for Authentication** and **Accept the Terms.**

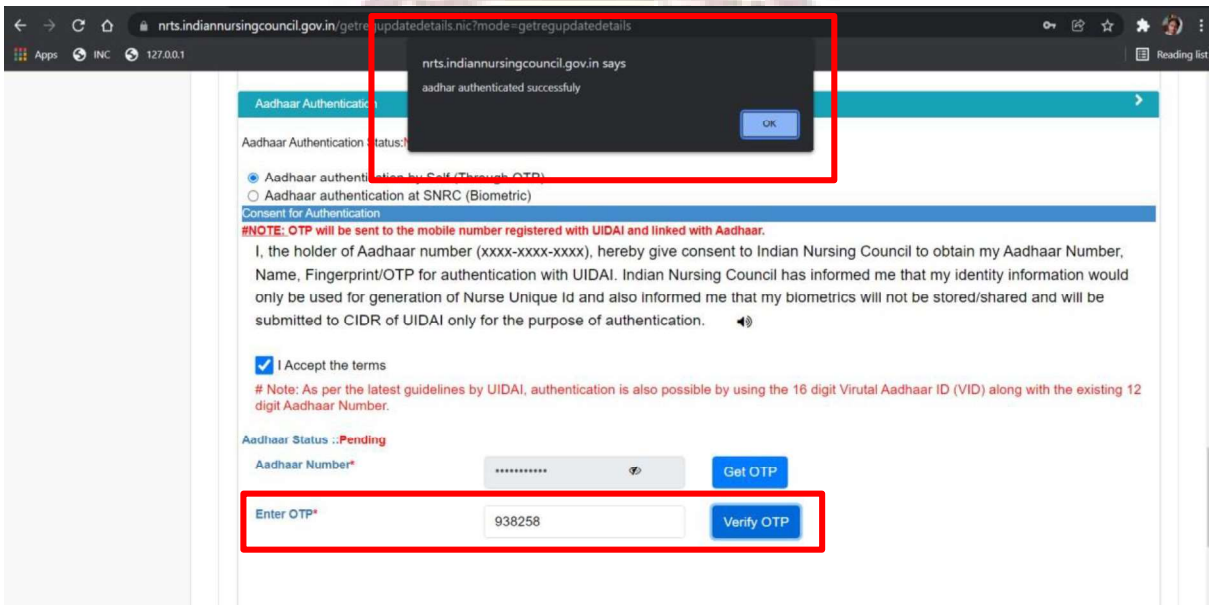
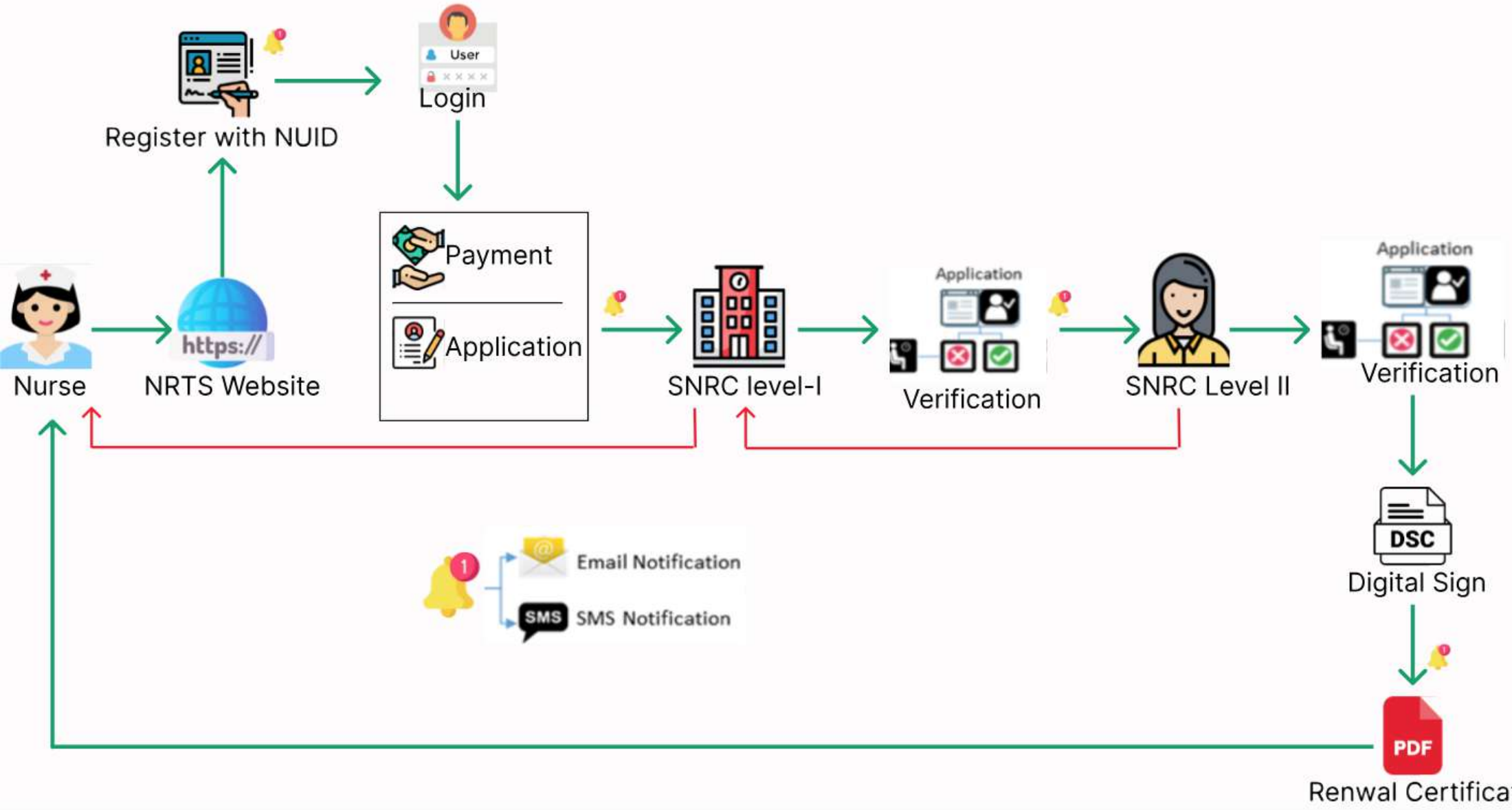


- Click on **GET OTP** Button.

- Now you will receive an alert Stating OTP Sent to registered Mobile Number.



- **Enter OTP** received to your registered Mobile Number.
- Click on **Verify OTP** as shown below.
- A success message appears as: **Verified Successfully.**



Renewal Work Flow