

User Manual for Online Registration under West Bengal Dental Council for New Registration for Dental Mechanic

INTRODUCTION

This manual will guide you the step-by-step process on how to Register online at the West Bengal Dental Council (www.wbdc.org.in) for **New Registration for Dental Mechanic**.

STEPS TO FOLLOW:



The screenshot shows the homepage of the West Bengal Dental Council website. At the top, there is a banner with the council's logo and name. Below the banner is a navigation menu with links: Home, About Us, Academics, Council Body, Administration, Election Details, Govt Notice, Act & Rules, and Contact. The main content area is divided into two columns. The left column is titled 'User Manual for Online Registration of the following:' and lists various registration options: New Registration for BDS from West Bengal, New Registration for BDS from other State, New Registration of BDS for transfer of Registration to from other state to West Bengal, Addition of MDS from West Bengal or other State, New Registration for Dental Hygienist, New Registration for Dental Mechanic, New Registration for DORA, Application for NOC to transfer of Registration from WBDC to Other State, and Application for Good Standing Certificate from WBDC. The right column is titled 'Welcome to West Bengal Dental Council' and contains a welcome message, a 'Notice of West Bengal Council' section, and an 'Announcements' section. A red box highlights the 'Announcements' section, which states: 'All Registered Dentists under Part-A & Part-B and Dental Personnel under Dental Hygienists, Dental Mechanics and Dental Operating Room Assistant (DORA) are hereby informed that the online Registration & Renewal will be available through ONLINE mode from the Council website. The portal will be published soon.' A red arrow points from a text box on the left to the 'New Registration for Dental Mechanic' link in the user manual list.

HERE IS THE MANUAL
FOR 'New
Registration for
Dental Mechanic'

Required Documents for New Registration for Dental Mechanic (For 1st time Registration)

CANDIDATE NEED TO DOWNLOAD THE BELOW MENTIONED DOCUMENTS OR IT WILL BE
AVAILABLE FROM THE 'DOWNLOAD FORMS' SECTION ON THE WEBSITE:



[Application Form for Dental Mechanic Registration](#) <Click to download>

At first the Candidate(s) need to pay the **Application for Registration Fees of Rs. 500/-** at the time of filling of application to any of the following Payment Mode(s):

UPI ID: **wbdc637127@sbi**

SCAN & PAY



Account Name: West Bengal Dental Council

Bank: State Bank of India

Account No: 11143637127

IFSC: SBIN0000001

Branch: Kolkata Main Branch

**User Manual for Online Registration under West Bengal Dental Council for
New Registration for Dental Mechanic**

The following documents are required to be arranged strictly

- 1) Application Form for Dental Mechanic Registration duly filled by the candidate
- 2) Mechanics Marksheet
- 3) Higher secondary passed Marksheet
- 5) Madhyamik Admit / DOB Certificate
- 6) Address Proof in WB
- 6) 2nos. recent color passport photo *(This will be required at the time of visiting Council Office)*

- CANDIDATE(S) NEED TO SUBMIT THE SCANNED COPIES OF ALL THE ABOVE-MENTIONED TESTIMONIALS ALONG WITH THE **ONLINE PAYMENT RECEIPT** TO THE COUNCIL'S EMAIL: **info@wbdc.org.in**
- THEN COUNCIL WILL VERIFY THE AFORESAID DOCUMENTS.
- COUNCIL WILL INFORM THE CANDIDATE(S) OVER PHONE/EMAIL FOR ATTENDING **PHYSICALLY HIMSELF/HERSELF** AT THE COUNCIL OFFICE ONCE.
- CANDIDATE(S) NEED TO PRODUCE ALL THE **ABOVE-MENTIONED ORIGINAL TESTIMONIALS ALONG WITH THE ONLINE PAYMENT RECEIPT** AT THE TIME OF VISITING COUNCIL OFFICE.
- COUNCIL WILL PROVIDE THE **NEW REGISTRATION CERTIFICATE** TO THE CANDIDATE AT THAT TIME.

NB: CANDIDATE(S) ARE HEREBY INFORMED THAT THEY ARE REQUIRED TO VISIT THE COUNCIL OFFICE ONLY ONCE FOR PHYSICAL VERIFICATION OF TESTIMONIALS REQUIRED FOR THIS PURPOSE AND COLLECTION OF THE REGISTRATION CERTIFICATE.