



Online Test Booking System (OTBS) Instructions

1. Introduction

Thank you for your interest in program offered by **Manipal Academy of Higher Education (MAHE) Manipal**, an **Institution of Eminence (IOE)**.

These instructions on **Online Test Booking System (OTBS)** will familiarize you with the various functionalities of online test booking platform

2. OTBS Login



- URL: <https://cdn.digialm.com:443//EForms/configuredHtml/32833/93622/login.html>
- Enter your **MAHE Application number**
- Enter the **OTBS Password** i.e. Your Date of Birth in DDMMYYYY format
 - Please note that this password is **NOT** as same as Online Application password
- Enter the captcha code.
- Click the **“Login”** button.

If required, use “Forgot password” option to retrieve your OTBS password.

When you login for the first time, the system will prompt you to change the password. Please enter your new password meeting the following criteria

- Minimum length of new password should be 8
- Maximum length of new password should be 9
- Minimum numeric characters needed in new password should be 1
- Minimum upper case characters needed in new password should be 1
- Minimum lower case characters needed in new password should be 1
- Minimum special case characters needed in new password should be 1
- Special characters like <> & % “ and ’ are NOT allowed.

Enter New Password and confirm New Password.

Enter Captcha code

Click on **Change Password** button

Change Password

Note:

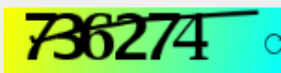
1. Minimum length of new password should be 8
2. Maximum length of new password should be 9
3. Minimum numeric characters needed in new password should be 1
4. Minimum upper case characters needed in new password should be 1
5. Minimum lower case characters needed in new password should be 1
6. Minimum special case characters needed in new password should be 1
7. Special characters like <> & % " and ' are NOT allowed.

MAHE Application No.: *

Old Password: *

New Password: *

Confirm New Password: *



?


CHANGE PASSWORD

LOGIN

The following message is displayed confirming the password is changed successfully.

A screenshot of a web browser window. The address bar shows a URL ending in ".com". The main content area displays a message: ".com says" followed by "Your Password has been changed successfully. Please login again." in a light blue font. In the bottom right corner, there is a blue rectangular button with the text "OK" in white.

Relog in with your Application No. as User ID and with New password




MANIPAL
ACADEMY of HIGHER EDUCATION
(Institution of Eminence Deemed to be University)

Online Test Booking System

Login

MAHE Application No. *

Password: *



616461

Note:
Please use Google Chrome (version 98 to 121) OR Microsoft Edge Chromium (version 101 to 124) OR Mozilla Firefox (version 108 to 125) browsers to fill in the application form

After logging in verify your details displayed.

Check your **Test City**. Please note that there is **NO** provision for changing the Test City.

Click on “**Online Slot Booking**” button

Manipal Entrance Test (MET) 2025 LOGOUT

APPLICANT DETAILS ONLINE SLOT BOOKING

Candidate Personal Details


MAHE Application Number MET092	Candidate's Name Dummy Name 78	Program BTech
Date of Birth 25/May/2005	Gender Female	Nationality Indian
Email Id abc@gmail.com	Mobile Number 9999999999	


Test City

Test State Maharashtra	Test City Pune
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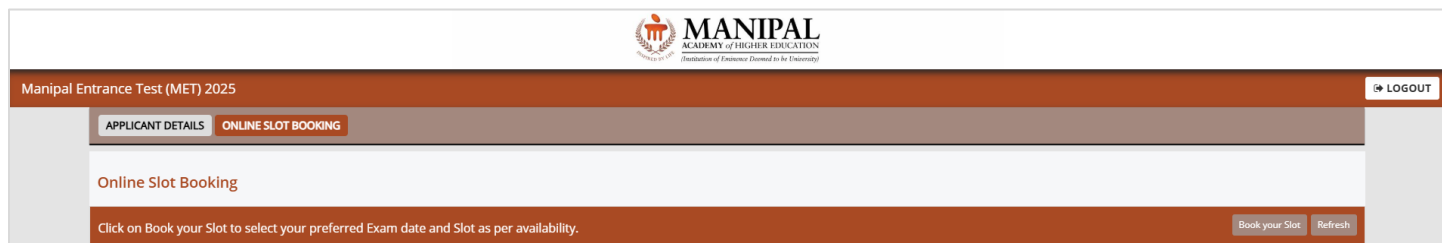
Note:
Test Center City for the Second attempt (if applicable) is as same as the City for the First attempt. In case of unavailability of the Test Center at a particular city, the University reserves the right to allot nearest city

Photo and Signature


Photo

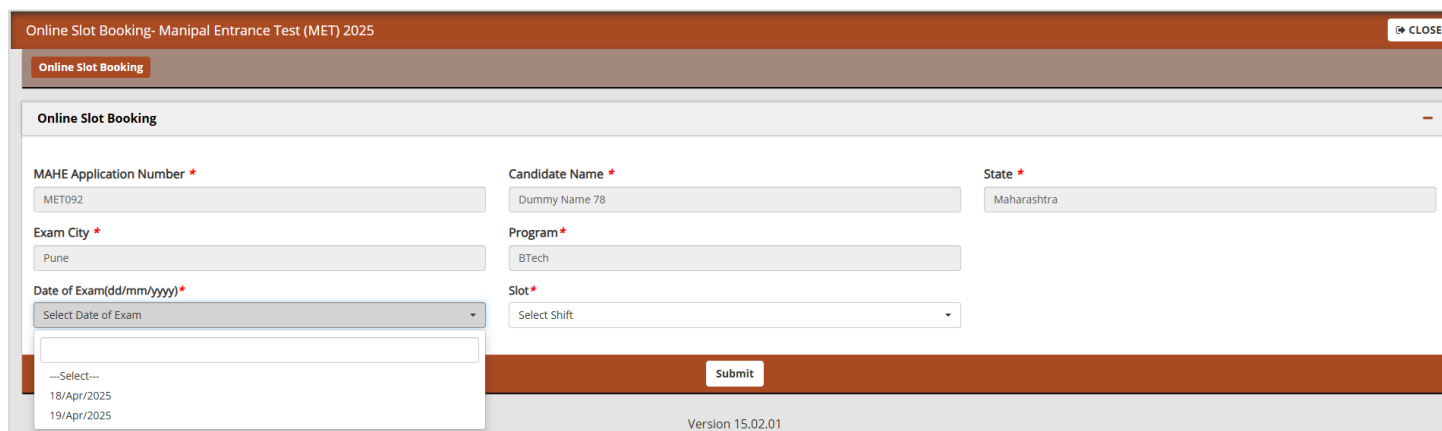

Signature

Click on **“Book your Slot”** button

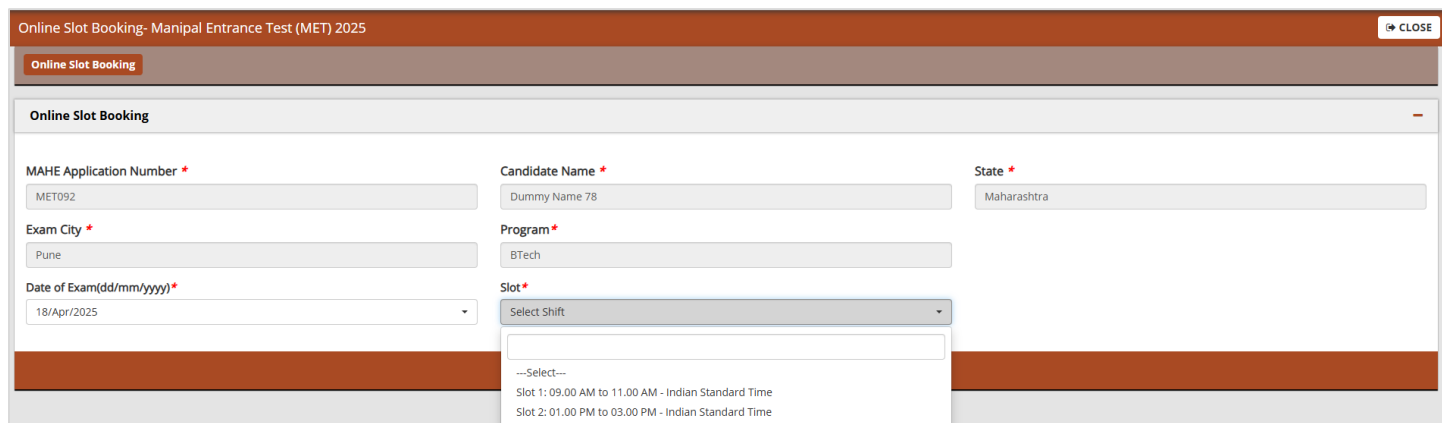


The screenshot shows the main interface of the MANIPAL Online Test Booking System (OTBS). At the top, there is a header with the MANIPAL logo and the text "MANIPAL ACADEMY of HIGHER EDUCATION (Institution of Eminence Deemed to be University)". Below the header, there is a navigation bar with two tabs: "APPLICANT DETAILS" and "ONLINE SLOT BOOKING". The "ONLINE SLOT BOOKING" tab is selected. Below the navigation bar, there is a section titled "Online Slot Booking" with a sub-header "Click on Book your Slot to select your preferred Exam date and Slot as per availability." At the bottom right of this section, there are two buttons: "Book your Slot" and "Refresh".

Select Preferred Date of Examination and Slot (Based on Availability).



The screenshot shows the "Online Slot Booking- Manipal Entrance Test (MET) 2025" form. The form has a header with the title and a "CLOSE" button. Below the header, there is a section titled "Online Slot Booking" with a sub-header "Online Slot Booking". The form contains several input fields: "MAHE Application Number" (filled with "MET092"), "Candidate Name" (filled with "Dummy Name 78"), "State" (filled with "Maharashtra"), "Exam City" (filled with "Pune"), "Program" (filled with "BTech"), and "Date of Exam(dd/mm/yyyy)" (filled with "18/Apr/2025"). The "Date of Exam" dropdown menu is open, showing options: "18/Apr/2025" and "19/Apr/2025". At the bottom right of the form, there is a "Submit" button. The version number "Version 15.02.01" is displayed at the bottom center.



The screenshot shows the "Online Slot Booking- Manipal Entrance Test (MET) 2025" form. The form has a header with the title and a "CLOSE" button. Below the header, there is a section titled "Online Slot Booking" with a sub-header "Online Slot Booking". The form contains several input fields: "MAHE Application Number" (filled with "MET092"), "Candidate Name" (filled with "Dummy Name 78"), "State" (filled with "Maharashtra"), "Exam City" (filled with "Pune"), "Program" (filled with "BTech"), and "Date of Exam(dd/mm/yyyy)" (filled with "18/Apr/2025"). The "Slot" dropdown menu is open, showing options: "Select Shift", "Slot 1: 09.00 AM to 11.00 AM - Indian Standard Time", and "Slot 2: 01.00 PM to 03.00 PM - Indian Standard Time". At the bottom right of the form, there is a "Submit" button.

On selection of Date and Slot, the system will display the no. of seats available.

Then click on **“Submit”** button.

Note: Availability of seats changes every second. Please complete your booking quickly. It is possible that seats that are shown as available may not be available, when you click the **“Submit”** button

Online Slot Booking- Manipal Entrance Test (MET) 2025 CLOSE

Online Slot Booking

MAHE Application Number *

Candidate Name *

State *

Exam City *

Program *

Date of Exam(dd/mm/yyyy) *

Slot *

Available Seats

Submit

In case of non-availability of seats, the following message will be displayed. Select alternate Date / Slot based on the availability.

Online Slot Booking- Manipal Entrance Test (MET) 2025 CLOSE

Online Slot Booking

MAHE Application Number *

Candidate Name *

State *

Exam City *

Program *

Date of Exam(dd/mm/yyyy) *

Slot *

Submit

Once again confirmation will be asked. Click on “OK” to confirm and “Cancel” to review again.

Online Slot Booking- Manipal Entrance Test (MET) 2025 CLOSE

Online Slot Booking

MAHE Application Number *

Candidate Name *

State *

Exam City *

Program *

Date of Exam(dd/mm/yyyy) *

Slot *

Submit

Once you click on “OK”, the following message will appear. Click on Close.

Note: The provision for downloading the Hall Ticket will be enabled on **09 May 2025 after 6:00 PM**. The Hall Ticket will have the Examination Center Address details.

Important Note
✕

Kindly note that you have successfully booked your slot for the Manipal Entrance Test. The provision for downloading the e-Hall Ticket will be enabled on 15 April 2025, 11:00 PM. The Hall Ticket will have the Examination Center Address details. You have to appear in the examination at the given Centre on the date and shift/timing/slot as indicated in your e-Hall Ticket.

Close
✕ CLOSE

Manipal Entrance Test (MET) 2025 ✕ CLOSE

Test Slot Details

Test Slot Details

MAHE Application Number MET092	Candidate Name Dummy Name 78	State Maharashtra
Exam City Pune	Program BTech	Exam Date 18/Apr/2025
Slot Slot 2: 01:00 PM to 03:00 PM - Indian Standard Time		

Photo and Signature

Photo
Signature

Exam Date and Slot will also be displayed as under

Manipal Entrance Test (MET) 2025
✕ CLOSE

Test Slot Details

Test Slot Details

MAHE Application Number MET092	Candidate Name Dummy Name 78	State Maharashtra
Exam City Pune	Program BTech	Exam Date 18/Apr/2025
Slot Slot 2: 01:00 PM to 03:00 PM - Indian Standard Time		

Photo and Signature



Manipal Entrance Test (MET) 2025
✕ LOGOUT


APPLICANT DETAILS ONLINE SLOT BOOKING

Online Slot Booking

Click on Book your Slot to select your preferred Exam date and Slot as per availability. Refresh

Action	Application Seq No	Slot	Date of Exam	Center Address	City Name	Center Name
	37	Slot 2: 01:00 PM to 03:00 PM - Indian Standard Time	18/Apr/2025		Pune	

After booking the slot, if you click again on “Book your slot”, the following message will be displayed which indicates that you have already completed this activity.

**MANIPAL**
EDUCATION

Online Slot Booking- Manipal Entrance Test (MET) 2025

Online Slot Booking

Alert!
Already your test date and slot is reserved successfully.
Close

Online Slot Booking

MAHE Application Number *

MET092

Exam City *

Pune

Date of Exam(dd/mm/yyyy) *

18/Apr/2025

Available Seats

491

Candidate Name *

Dummy Name 78

Program *

BTech

Slot *

Slot 2: 01:00 PM to 03:00 PM - Indian Standard Time

State *

Maharashtra

Submit

Note: Do not close the browser window directly. Please use “Log out” button only.

3. Query Resolution

- All queries are to be sent to admissions@manipal.edu
- Queries sent to any other email id will be NOT replied to
- **Slot once booked, cannot be changed under any circumstances**

We wish you All the Best for the Manipal Entrance Test

The Admissions Team

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Updated on 30 April 2025, 11:00 AM