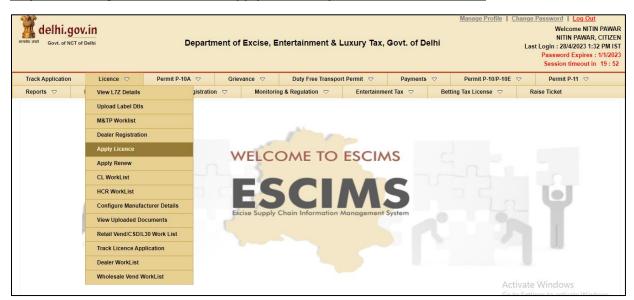
Easy Steps for the M&TP (AP) License application

AP (Authorization Permit)

Step 1:- New User will enter his citizen user Login Credentials



Step 2:- After login user will select "Apply License" option in the License Menu



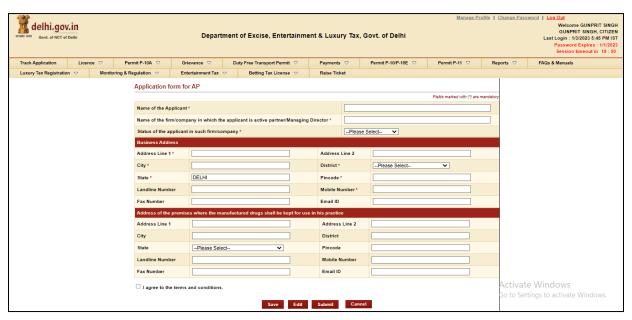
Step 3:- Fill the details as per step 4 below and submit, then Apply License Details form will open



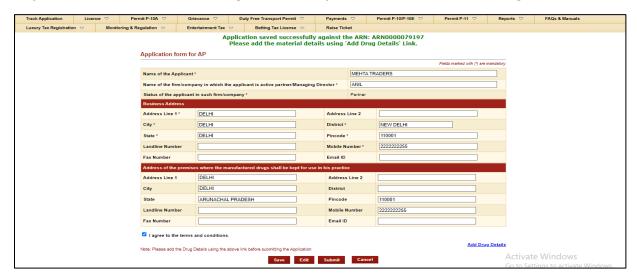
Step 4:- Select Category= 'M&TP', License Type = 'AP', Excise Year= 2023-2024



Step 5:- After Submission, Fill the application form for the Grant of License



Step 6:- Press Save Button after filling all Mandatory Details, The ARN number will generated



Step 7:- Now click on link present below "Add Drug Details" after filling the form Save the Drug Detail & Close the form

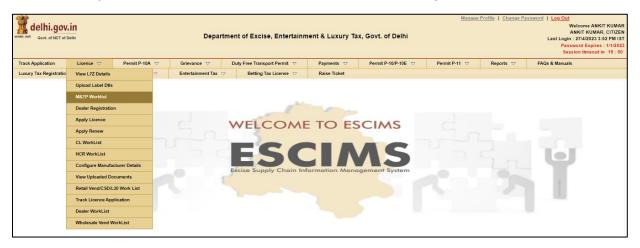


Step 8:- Now Submit Application Form for the Grant of License by pressing Submit Button

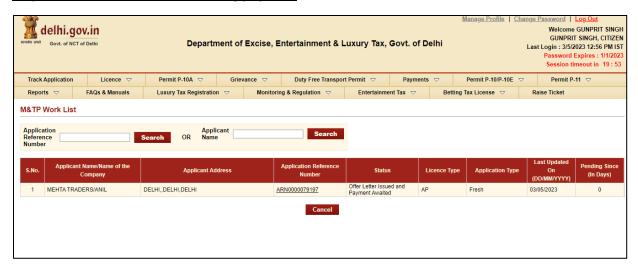


Step 9:- Your Application is submitted successfully to Department for approval

Step 10:- After approval from all Department Level email intimation will be received on registered email then respective ARN will be visible under M&TP Worklist for Payment



Step 11:- Click on the ARN for making payment



Step 12:- Click on 'Make Payment', Payment gateway will get opened for processing



Step 13:- Download Payment Receipt after Successful payment



<u>Step 14:- After payment confirmation license will be granted by the Department and new License credentials For 'AP License' will be e-mailed to user's registered e-mail ID</u>

Step 15:-Now Login with your New generated License Credentials



Step 16:- Download the License letter for "AP M&TP" License from 'Print Letters' option under License Menu

