



DIRECTORATE GENERAL OF
CIVIL AVIATION

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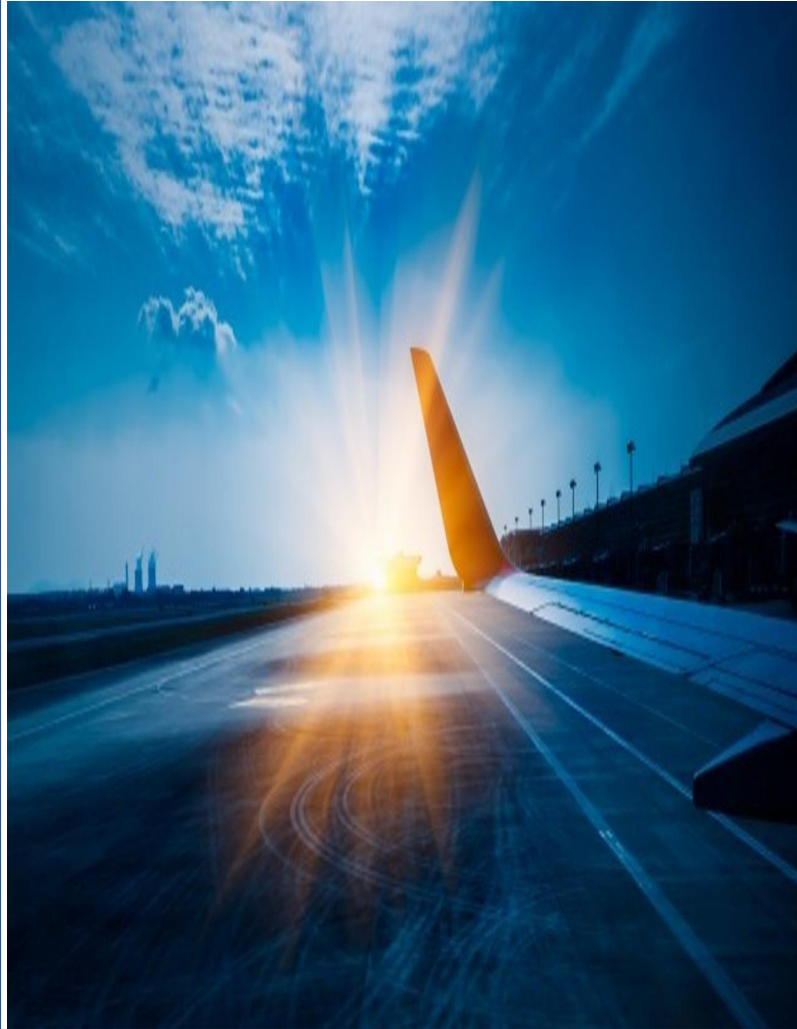
Process to request for
Medical NOC - No Objection
Certificate



Training Objectives

By the end of this module, you will be able to:

- Identify the pre-requisites for applicant to request for NOC
- Understand the application process
- Familiarize with components/ sections in application
- Follow steps in online application
- Define roles and operations of stakeholders involved
- Understand validations and business rules



Medical NOC Service

Allows submission of medical application via NOC request

- for Class 1 / Class 2/ Class 3 medical
- with DGCA Empaneled Examiner and at IAF Centers
- for examination to be conducted on the date of examination as per NOC approved by DGCA

For Candidate/ Aircrew and ATCOs who

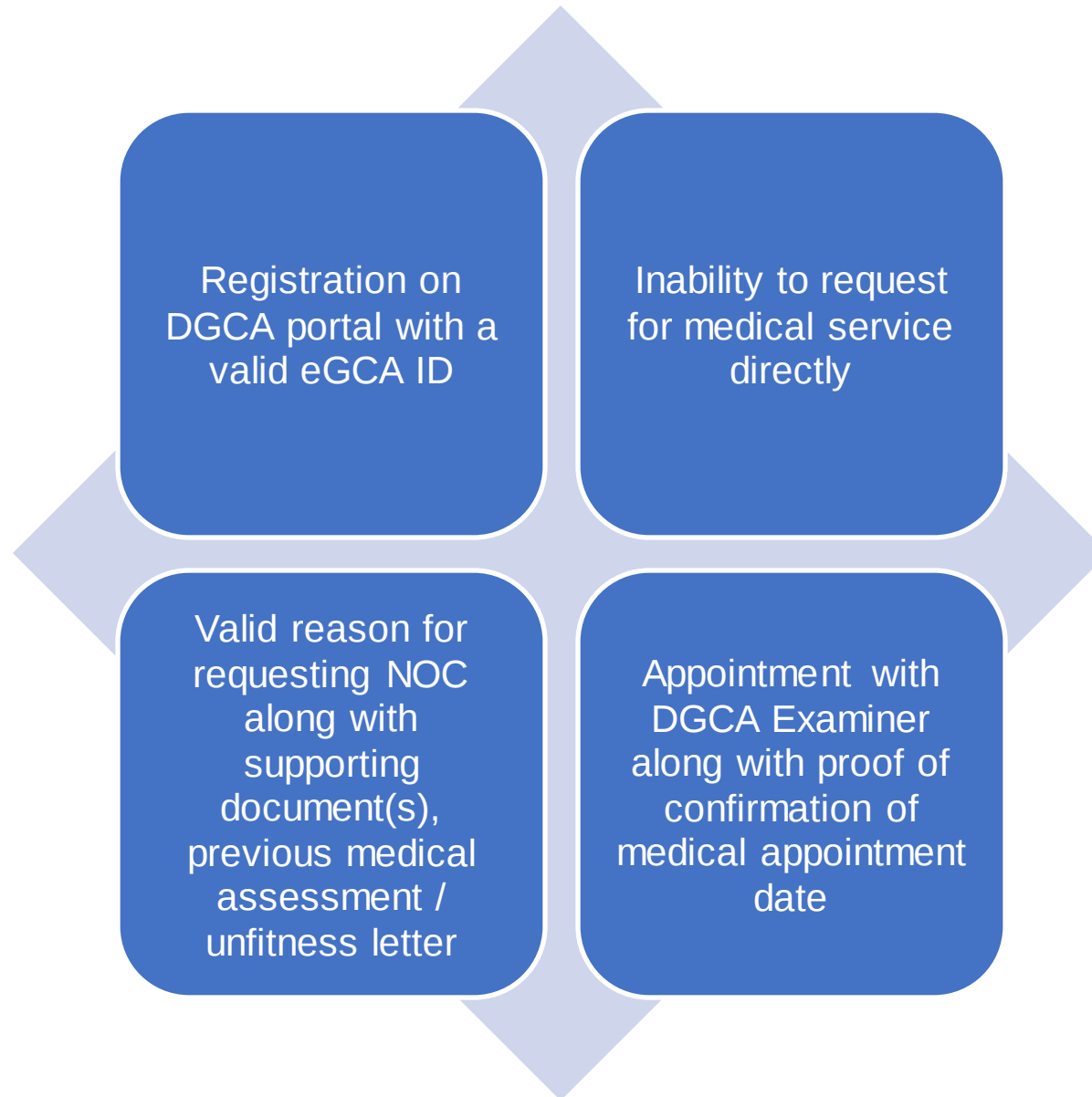
- fails to renew his/ her medical within stipulated period [of not more than one month preceding the date of expiry of the previous validity as per Rule 39(C) of Aircraft Rule 1937] - DELAYED NOC
- wants to undergo medical examination early - EARLY NOC

Note: If due for medical at IAF Center or sick/ injured involving incapacity for a period of fifteen days or more, please apply online. Service catering to Air Force / Special medical are also activated on eGCA for all the three classes .



Pre-requisites: Request for Medical NOC

Pre-requisites to request for Medical NOC





Process Flow: Request for Medical NOC

The Flow Chart



Applicant visits the eGCA portal (dgca.gov.in) and clicks 'eGCA Login' at the top right to go to login page, provides eGCA ID and Password, and clicks 'Submit'.



Once logged in, applicant clicks the service '**Request for Medical NOC**' from Services pane on left of dashboard from Medical Directorate Services or types the service name in Search bar on top left and clicks .



Applicant selects Class of Medical, verifies basic details, selects NOC Type and Service, mentions reason for NOC, uploads document(s), selects the center/examiner for exam and submits the application.

The Flow Chart (contd...)



Applicant receives E-mail and SMS notifications intimating eApplication ID on submission.

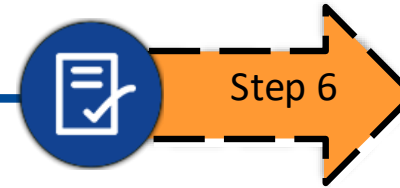
Medical Directorate Officers (DMS/ JDMS) are intimated on receipt of NOC application under bell icon notification on top right of dashboard.

DMS – Director Medical Services (Civil Aviation)
JDMS – Joint Director Medical Services (Civil Aviation)



DMS/ JDMS navigates to Group Worklist under Worklist tab to check a fresh application, verifies the application details, and may approve/ reject/ return the application, about which applicant is intimated via SMS/ E-mail.

(A returned application once updated by applicant is viewed directly under Worklist tab of officer who returned the same.)



Applicant checks status by clicking '**View Medical NOC Requests**' under Services on left pane. Rejected/ Approved application is viewed on clicking 'Other' radio button, while Returned application is shown under 'Pending' with the status 'Returned' .

Applicant views '*Remarks by DMS/ JDMS*' towards the last of application and must

- Update the NOC application as required, if application is returned and click the '**Update NOC details**'
- Click '**Continue**' button towards last of application to apply for medical, if application is approved.

Note: Applicant must re-validate the medical application on date of examination as mentioned on approved NOC application.

To be followed before applying

1. Understand the category for NOC, you need to apply via eGCA before proceeding with the application mentioned in the next three slides for the following -
 - **NOC** applications
 - **Special NOC** applications
 - **Post Temporary Unfit** cases
2. Please use the **MEDICAL RECORDS UPDATE** node in your eGCA profile. SUBMIT your latest medical details in eGCA. Once approved by DGCA, same details will be visible to you under **VIEW PROFILE -> MEDICAL DETAILS**.
3. The medical details should be verified before applying for any service in eGCA. Otherwise, applicant will not be able to apply and get alerts on clicking the service nodes.

CATEGORIES OF NOC

Understand the category for NOC, you need to apply via eGCA before proceeding with the application.

Sno	Category of NOC		Scenario Description
	NOC Type	NOC for Service	
1	Early	Renewal	1. Applicant holds a valid medical 2. Half validity of medical has passed
2	Delayed	Renewal	1. Applicant holds an expired medical 2. Medical has been expired for less than 2 years.
3	Delayed	Re-Initial	1. Applicant holds an expired medical 2. Medical has been expired for more than 2 years. 3. Date of last medical exam was 2 years prior to today's date.

CATEGORIES OF SPECIAL NOC

Understand the category for Special NOC , you need to apply via eGCA before proceeding with the application. To be selected specifically for special cases.

Sno	Category of NOC		Scenario Description
	NOC Type	NOC for Service	
Special NOC Cases			
4	Special	Not to be selected on the NOC form	1. Applicant holds a valid medical 2. Half validity of medical has not passed
5	Special	Renewal	1. Applicant holds a valid medical. 2. Medical expiring within 30 days.
6	Special + Early	Renewal	1. Applicant holds a valid medical. 2. Half of the validity period is crossed. 3. Medical has more than 30 days to expire.
7	Special + Delayed	Renewal	1. Applicant holds an expired medical 2. Medical has been expired for less than 2 years.
8	Special + Delayed	Re-Initial	1. Applicant holds an expired medical 2. Medical has been expired for more than 2 years. 3. Date of last medical exam was 2 years prior to today's date.

Note: Select 'NOC Type' as SPECIAL, if the applicant has been declared Temporary Unfit in his/her previous medical application and applying for POST TU REVIEW.



Form Details: Request for Medical NOC

Services for Medical NOC



Request for Medical
NOC

By clicking on '**Request for Medical NOC**' service, applicant shall be able to apply for NOC, approval of which shall enable applying for medical and take the examination as per approved NOC.



View Medical NOC
Requests

By clicking on '**View Medical NOC Requests**', applicant shall be able to see current status of NOC application, update the application if Returned, and continue with medical application if Approved.

Components/ Sections in the online application form

Request for Medical NOC

Class Selection

- To specify Class 1 or 2 for which Medical via NOC is required for Pilots
- To specify Class 3 for which Medical via NOC is required for ATCOs

Basic Details

- To verify pre-filled personal and medical details

Medical NOC Request

- To furnish required details for submission to DGCA

USER MANUALS – To be READ as per the selected '**NOC for Service**' in the NOC form.

User Manuals
Names

NOC for Service : RE-INITIAL/INTIAL

- *Instructions for Medical Examination at IAF Boarding Centers*
- *Instructions to book an appointment at Air Force Centers in eGCA*
- *Process for Pilot to Apply for Class 1 Medical Assessment at IAF Boarding Centers*
- *Process for Pilot to Apply for Issuance of Class 2 Medical Assessment*
- *Process for Pilot to Apply for Issuance of Class 3 Medical Assessment*

NOC for Service : RENEWAL

- *Process for Pilot to Apply for Renewal of Class 1 Medical Assessment*
- *Process for Pilot to Apply for Renewal of Class 2 Medical Assessment*
- *Process for Pilot to Apply for Renewal of Class 3 Medical Assessment*



Steps in Online Application: Request for Medical NOC

Applicant visits DGCA portal, clicks 'eGCA Login' on top right, provides eGCA ID and password and clicks 'Log In'.

The screenshot displays the Directorate General of Civil Aviation (DGCA) portal. The header includes the Government of India logo and the text 'नागर विमानन महानिदेशालय' (Directorate General of Civil Aviation). The main navigation bar features links for 'eGCA Login' and 'Sign Up'. The 'eGCA Login' section is highlighted with a red box. Below this, the 'Support Request' section is visible, with a 'User Manual' link highlighted by a red box. The 'Back to DGCA Website' link is also present. The login form includes fields for 'eGCA Id', 'Password', and a CAPTCHA code. The 'LOG IN' button is highlighted with a red box. The footer contains contact information for the eGCA Support cell, including a phone number (1800-11-3422) and an email address (egcasupport@dgca.nic.in).

- Clicking 'Back to DGCA Website' re-directs back to website homepage.
- Clicking 'User Manual' provides access to this manual.

Applicant selects 'Request for Medical NOC' under Medical Directorate Services on left pane, or types in Search bar to select it.

The screenshot displays the DGCA website interface. The header includes the DGCA logo and name in Hindi and English, along with a user profile section for a Pilot. The left sidebar contains a search bar with 'NOC' entered, and a dropdown menu with 'Request For Medical NOC' highlighted. Below the search bar, there are links for 'Approval Worklist', 'Fill E-Log Book', 'View E-Log Book', and 'View Simulator E-Log Book'. The main content area shows 'Home | Services' and 'Home' navigation links. It features a 'My Accomplishments' section, a 'My Flying Experience' section with a '00:00 Hours' display and a 'Feedback' button, and two 'Upcoming' sections for 'Medical Appointments' and 'Examinations', both showing 'No data found.' The footer mentions the website is owned by DGCA and designed by TATA Consultancy Services.

नागर विमानन महानिदेशालय
DIRECTORATE GENERAL OF
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Pilot
(View Profile) | Logout

Home | Services

Home

NOC

Request For Medical NOC

View Medical NOC Requests

Approval Worklist

Fill E-Log Book

View E-Log Book

View Simulator E-Log Book

Licenses

Acceptance of records for SPL

Conversion of ATPL

Conversion of Commercial

My Accomplishments

My Flying Experience

00:00
Hours

Feedback

Upcoming Medical Appointments

No data found.

Upcoming Examinations

No data found.

Website owned by Directorate General of Civil Aviation.
Designed, Developed and Hosted by TATA Consultancy Services

Applicant selects the Class Type of medical required via NOC, and clicks on Next button.

Applicant can select either Class 1 or Class 2 in case registered as Pilot in eGCA. This screen will have the option of only Class 3 in case registered as ATCO in eGCA.

The screenshot displays a web application interface for requesting a Medical NOC. On the left is a dark blue sidebar with a search bar containing 'Request for Medical NOC' and a magnifying glass icon. Below the search bar are two expandable sections: 'E-Log Book' with links for 'Approval Worklist', 'Fill E-Log Book', 'View E-Log Book', and 'View Simulator E-Log Book'; and 'Licenses'. The main content area has a light blue header with 'Home | Services' and a breadcrumb trail 'Services > Medical > Request for Medical NOC'. The central form is titled 'Class Selection' (highlighted with a red box) and contains a 'Class Type *' label followed by two radio button options: 'Class 1' and 'Class 2'. At the bottom right of the form is a blue 'Next' button (highlighted with a red box). A vertical orange 'Feedback' button is on the far right. The footer includes the text: 'Website owned by Directorate General of Civil Aviation. Designed, Developed and Hosted by TATA Consultancy Services'.

Applicant views the pre-filled information provided during registration.

Basic Details

NOC

Basic Details

Personal Details

First Name*

Middle Name

Last Name*

Father's Name

Mother's Name

Legal Guardian's Name

Nationality*

Place of Birth*

Date of Birth (DD-MMM-YYYY)*

Blood Group*

Feedback

Contact Details

Mobile No.*

Alternate Mobile No.

Email ID*

Alternate Email ID

Last Medical

Date

Valid Upto

Place and/ or Center of Medical Examination

Type of Medical

Status

Next

Feedback

Click on 'Next' button to proceed to NOC application after verifying all the pre-populated applicant details and medical details in the **LAST MEDICAL** section.

NOTE :- Please get your medical details updated in your eGCA profile before applying for Medical NOC b using the **Medical Records Update** node.

Applicant fills the required information and uploads all documents on NOC tab of application.

Basic Details

NOC

Medical NOC Request

Class Type *

☒ Class 1

☐ Class 2

NOC Type *

☐ Early

☐ Delayed

☐ Special

☐ Special Early

☐ Special Delayed

695

Reason for NOC *

Reason for NOC

NOC for Service

☐ Initial

☐ Renewal

☐ Re-initial

Upload Supporting Documents

Choose Files

No File Uploaded

Upload Supporting documents including last Medical Assessment/ Unfitness Letter whichever is applicable*

(Max Size:40 MB | Allowed Type:JPG,PNG,PDF,JPEG,BMP | Max Files:5)

Feedback

Select NOC Type and Service.

Upload supporting document(s) including last medical assessment or unfitness letter if declared temporary unfit in last medical.

Provides reason for NOC and hence medical requirement.

☒ DGCA Empanelled Medical Examiner☐ Air Force Center

Search Examiner by

☐ DGCA Registration No. ☒ eGCA ID

eGCA ID *

eGCA ID

Select DGCA Empaneled Examiner radio button and search the examiner through eGCA ID or DGCA Registration number.

Search Examiner

On clicking 'Search Examiner' button, name and address of examiner are auto-populated.

Name of the Examiner *

Name of the Examiner

Address of the Medical Facility *

Address of the Medical Facility

Upload Proof Of Appointment

 No File Uploaded

Proof of appointment for examination, say mail confirmation from doctor*

(Max Size:40 MB | Allowed Type:JPG,PNG,PDF,JPEG,BMP | Max Files:5)

Upload proof of appointment of medical examination as fixed with DGCA Empaneled Examiner by clicking 'Choose Files' button and provide intended date of examination by clicking the calendar icon.

Date of Examination intended *

Date of Examination intended



Feedback

Forthcoming Medical

☐ DGCA Empanelled Medical Examiner

☒ Air Force Center

☐ Do you want to apply for medical examination at IAF boarding center ?

Airforce Hospital

Select



Select 'Air Force Center' in the Forthcoming Medical. Select center from the 'Air Force Hospital' dropdown list. All the **IAF renewal centers** will be available in the dropdown.

Click the checkbox 'Do you want to apply for Medical examination at IAF boarding center ?'

And select the exam center from among the **IAF Boarding Centers** which will be listed in the 'Air force Hospital' dropdown.

Exam to be conducted only at IAF Boarding Centers in case applicant is applying for Special NOC type.

Applicant verifies all information provided, provides declaration and submits the application.

NOC

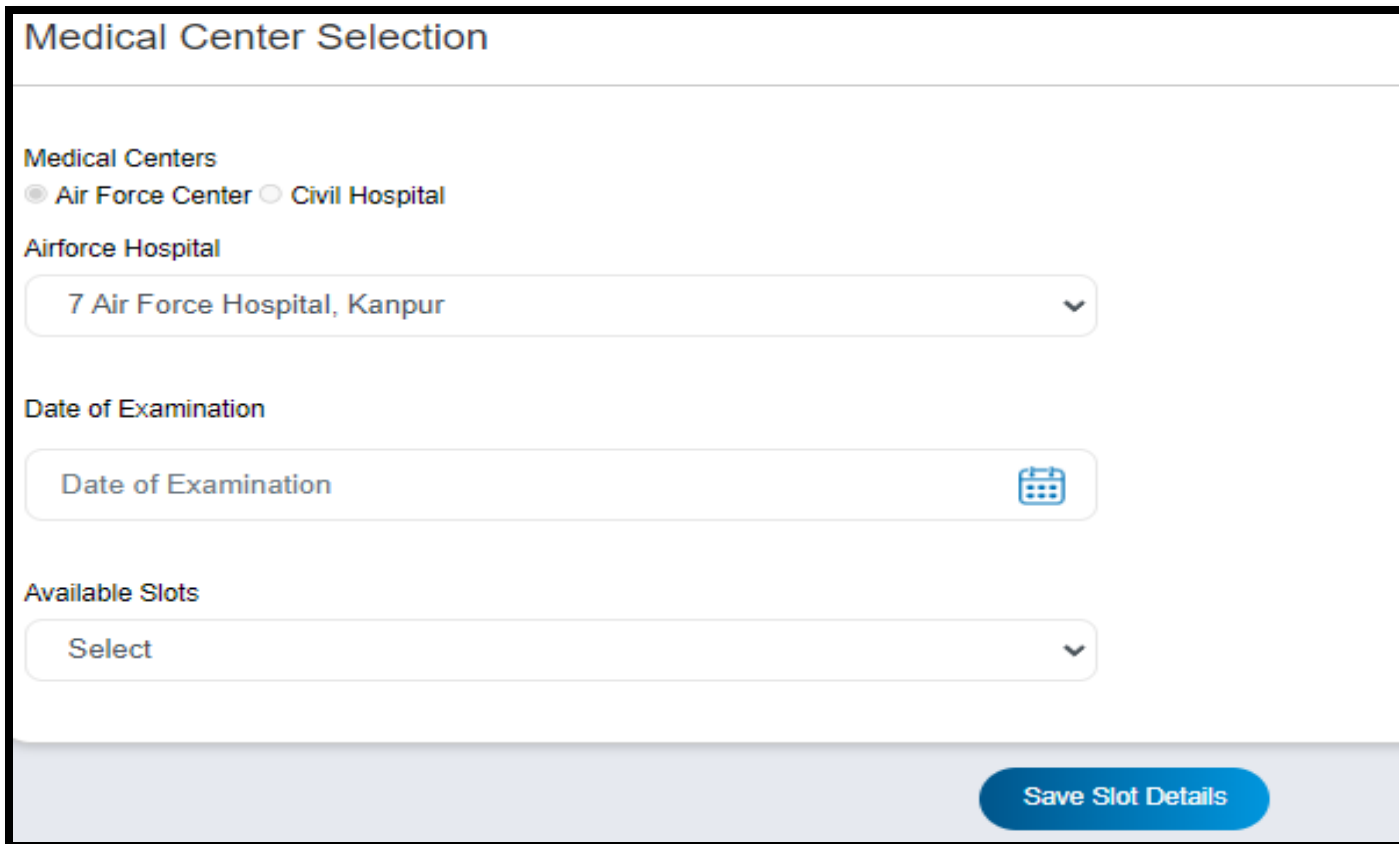
Tick the checkbox for declaration after verifying all details provided in the NOC tab of application.

Click 'Submit' button to submit the application to DGCA Medical Cell.

The screenshot shows a web form titled 'Declaration' in a red-bordered box. Below the title, there is a checkbox (also in a red-bordered box) with the text '* ☐ have not exercised the privileges of my licence when my medical was not valid.' To the right of this is a 'Date *' field containing '03/07/2020' and a calendar icon. At the bottom center, a blue 'Submit NOC' button is highlighted with a red-bordered box. A red arrow points from the text 'Click \'Submit\' button to submit the application to DGCA Medical Cell.' to this button. In the top right corner, there is an orange tab labeled 'Fee'. At the bottom left, small text reads 'Website owned by Directorate General of Civil Aviation. Designed, Developed and Hosted by TATA Consultancy Services'.

Applicant needs to pay fees in case medical exam is scheduled at the Air Force center. Once you submit the application, you will be re-directed to the Bharat Kosh site. Please proceed to make the payment.

After successful payment is done for the application. Open your application in Track Status. And select the 'Date of Exam' and 'Slot for the Exam'. Applicant may also edit the selected Air Force center.



The screenshot shows a web form titled "Medical Center Selection". It contains three main sections: "Medical Centers" with radio buttons for "Air Force Center" (selected) and "Civil Hospital"; "Airforce Hospital" with a dropdown menu showing "7 Air Force Hospital, Kanpur"; and "Date of Examination" with a text input field and a calendar icon. Below these is an "Available Slots" section with a dropdown menu showing "Select". A blue button labeled "Save Slot Details" is at the bottom right of the form.

In case applicant is not able to select the DATE OF EXAM and SLOT for his/her Medical Exam. Please read the following User Manual.

Instructions to book and appointment at Air Force Centers in eGCA

-> Go to eGCA website -> Left Panel -> User Manual -> Search with the Manual name -> Read the manual to understand.

IMPORTANT NOTE :- Application will be submitted to the DGCA only after the applicant Save Slot Details.

Applicant lands on 'Track Status' page after submitting the application. On successful submission, applicant receives notification with e-Application ID.

Search

X

Tracker Id

Tracker Id

Service Name

Service Name

Service Details

Service Details

Status

Select

Applied Date

Applied Date

Search

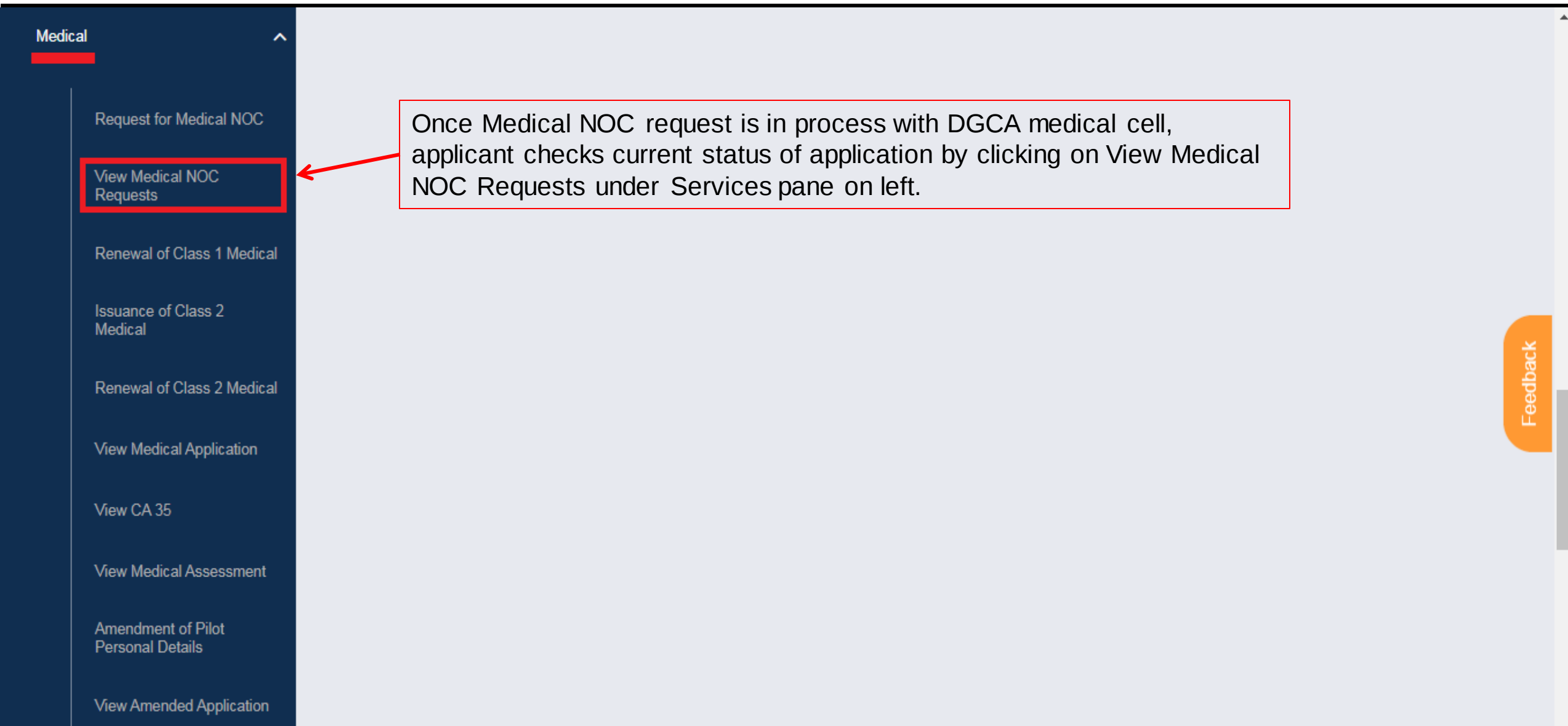
Close

Feedback

Click eye icon to view the submitted application along with status 'Pending'.

Sr. No.	Tracker Id	Service Name	Service Details	Applied Date	Status	Action
1	45116	Track Medical NOC	Grant of NOC for Early / Delayed/ Special Medical	03-Jul-2020	Pending	

Applicant clicks on View Medical NOC Requests under Services to check current status of application.



View Medical NOC Requests - Pending radio button selection tab

Returned / Pending

- “**Pending**” status: application is submitted by applicant but is in process with DGCA medical cell.
- “**Returned**” status: application is processed and sent back for required updation from applicant.

View Medical NOC Request:

Home | Services

Services > Medical > **View Medical NOC Requests**

☒ Pending ☐ Other

Search:

Full Name	eApplication ID	eGCA ID	Medical Type	Application Status	Action
[Redacted]	9	[Redacted]	Renewal	Pending	View
[Redacted]	12	[Redacted]	Renewal	Returned	View

Showing 1 to 2 of 2 items

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NOTE: Applicant must update the NOC application at the earliest, if returned by DGCA.



For a **returned** application, click on View button and select NOC tab to see '*Remarks by DMS/JDMS*' towards the last of application, makes the necessary changes and/ or uploads document(s) and clicks on Update NOC Details button to submit the same with required updates.

Declaration

* ☒ I have not exercised the privileges of my licence when my medical was not valid. Date *
03/07/2020

Remarks by DMS / JDMS

NOC Status

Returned to Applicant

Returning the application...You are required to upload unfitness letter, thanks.

Update NOC Details

Feedback

- “**Rejected**” status: application is rejected by DGCA and must be viewed to check 'remarks by DMS/JDMS'. A fresh application may be submitted for consideration.
- “**Approved**” status: Application is approved and must be viewed to continue with medical application.

View Medical NOC Request:

Home | Services

Services > Medical > **View Medical NOC Requests**

☐ Pending ☒ Other

Search:

Full Name	eApplication ID	eGCA ID	Medical Type	Application Status	Action
[Redacted]	8	[Redacted]	Renewal	Approved	View
[Redacted]	11	[Redacted]	Renewal	Rejected	View

Showing 1 to 2 of 2 items

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Feedback

On clicking **View** button, applicant sees the rejected/ approved application.



For an **approved** NOC application, click on View button, select NOC tab and click on **Continue** **button** when ready to fill and **submit** the medical application. The medical application should be submitted before the date of appointment/exam selected and approved in the NOC application.

Declaration

* ☒ I have not exercised the privileges of my licence when my medical was not valid.

Date *
04/07/2020

Remarks by DMS / JDMS

NOC Status
Approved

ok, go ahead to apply for medical

Continue

[Basic Details](#)[Medical Declaration](#)

Medical Declaration

DECLARATION

Good Physical & Mental Health*

ACTION

☐ Yes ☐ No

REMARKS

I Certify that I have not been sick for more than 14 days in the period after my last medical

☐ Yes ☐ No

*

Are you on any Medication? ☐ Yes ☒ No

Applicant's Declaration*

☐ I hereby declare that all statements and answers provided by me above are, to the best of my belief, complete and correct and that I have not withheld any relevant information or made any misleading statement. I understand, that if I have with intent to deceive, made any false representations for the purpose of procuring myself a medical certificate, I may be guilty of a criminal's offence. I give my consent to the examining or assessing medical officer or department to communicate with any physician or hospital whom I have consulted or may consult during the period covered by the medical certificate issued following this examination.

[Submit](#)[Cancel Application](#)[Previous](#)[View Medical Application](#)[Home](#) | [Services](#)[Services](#) > [Medical](#) > **[View Medical Application](#)**Search:

eApplication ID	eGCA ID	Medical Class	Medical Type	Application Status	Actions
2020/IPLTN2020000065/MD/MEA/1314	IPLTN2020000065	Class 2	Renewal	Pending	View

[E-Log Book](#)[Approval Worklist](#)[Fill E-Log Book](#)

Basic Details

Medical Declaration

Upload Investigation Reports

Medical Declaration

DECLARATION	ACTION	REMARKS
Good Physical & Mental Health*	☒ Yes ☐ No	
I Certify that I have not been sick for more than 14 days in the period after my last medical	☒ Yes ☐ No	

*

Are you on any Medication? ☐ Yes ☒ No

Applicant's Declaration*

☒ I hereby declare that all statements and answers provided by me above are, to the best of my belief, complete and correct and that I have not withheld any relevant information or made any misleading statement. I understand, that if I have with intent to deceive, made any false representations for the purpose of procuring myself a medical certificate, I may be guilty of a criminal's offence. I give my consent to the examining or assessing medical officer or department to communicate with any physician or hospital whom I have consulted or may consult during the period covered by the medical certificate issued following this examination.

Revalidate Application



On the date of examination as in approved NOC application, applicant views the medical application using service '*View Medical Application*' / '*Track Status*' under Services left pane, and click **Re-Validate** button under Medical Declaration tab of medical application.

Important Instructions

Note : Re-validating medical application on the day of examination completes submission to examiner, who searches and imports the application on the same day in case of DGCA empaneled examiner.

In case of Air Force center, your application will reach the examiner only after Revalidation of the application. In case of DGCA Empaneled examiner, the examiner will be unable to import the application if the medical application is not re-validated by the applicant.

DO NOT FAIL TO REVALIDATE YOUR MEDICAL APPLICATION ON THE DATE OF EXAM. If missed, your application will not be processed further, and you will need to re-apply.

Notification: SMS and Email

Sr. No.	Event	Purpose	Message
1.	On successful submission of NOC request	Access to seek approval on NOC and submit application for medical examination	Your Medical NOC application has been SUCCESSFULLY submitted for Early MEDICAL and Class 1/2 with Application ID XXXX on DDMMYYYY.
2.	On returning due to lack of information or additional update/ document required in NOC request	Missing Information/Proof or update in NOC request	Your Medical NOC application for <NOC Type: early/ delayed/ special> MEDICAL, Class <CATEGORY>, e Application ID XXXX, has been RETURNED with remarks <Remarks by DMS/JDMS>. Please log into the eGCA portal <link> and update the same immediately.
3.	On approval of NOC request	Enablement to submit medical application and re-validate on date of examination	Your Medical NOC application for <NOC Type: early/ delayed/ special> MEDICAL, Class <CATEGORY>, e Application ID XXXX, has been APPROVED for conduct of medical on <Date>.with <DGCA Examiner name and address>. Please log into the eGCA portal <link> and continue with medical application submission.

Applicant will also be sent a confirmation mail after selecting the exam details. The email will include the Date of Exam, Slot of Exam, Center for the Exam and Instructions (if any).



Roles and Operations: Request for Medical NOC

Roles and Operations

Applicant at
eGCA Portal



Pilot applicant fills the form, uploads document(s) to support the reason for required medical via NOC and submits the application. After submission, applicant views/ updates NOC application and continues applying for medical examination once approved.

DGCA Medical
Directorate at
eGCA Back Office



Medical Directorate officers of the DGCA verify the application, and may Approve/ Reject/ Return it. Approval allows medical to be conducted on date of examination as on approved NOC application and hence access to submit medical application via approved NOC.



Common Queries/ Issues and their resolutions

Important Instructions

In case the exam is to be scheduled at IAF center. NOC application is submitted to DGCA after completion of all the following steps -

- **SUBMIT your main NOC form**
- **Make the payment successfully**
- **Select your Date of Exam and Slot. Click the Save Details button.**

NO CHANGES CAN BE MADE IN THE SUBMITTED NOC APPLICATION. DO NOT RAISE SUPPORT REQUEST TO MAKE ANY AMENDMENTS.

If the NOC application has been approved by DGCA. It is approved for a single date of exam as selected in the application.

Once the NOC application is approved follow the steps to submit the corresponding medical application -

- a. Go to your 'Track Status' and open your approved NOC application.**
- b. Go to the bottom of the 'NOC' tab.**
- c. Click on the CONTINUE button. You will be re-directed to the Medical Examination application.**
- d. Submit your medical application**

Apply for NOC again if the exam date needs to be changed. Do not submit the medical application, in this case.

If the medical application is submitted and medical exam date needs to be changed. Cancel the medical application by clicking the 'Cancel Medical Application' button before 2 days from the selected date. Else raise a support cell request for cancelation. Apply for NOC again, once the medical application is cancelled.

Medical Application submission or cancellation after approval of NOC

1. Applicant need to submit their medical applications before their date of exam. Open your approved NOC application, click on the **CONTINUE** button in the NOC tab. You will be re-directed to the medical application (either Renewal or Issuance). Submit.
2. NOC application is approved for a **single date of exam/appointment**. If after approval of NOC application. You seek another date of medical examination, or you missed your exam on the approved date. Please apply for NOC application again.
 - a) If the medical application has not been initiated by clicking the 'Continue' button. Directly apply for 'Request for Medical NOC' service.
 - b) If the medical application has been initiated by clicking the 'Continue' button. It will be visible to you in the 'Track Status' node. Open the application and click the **Cancel Application** button to cancel the corresponding application before applying for NOC again.
 - If the 'Cancel Application' button is not visible, please raise a support cell request stating the reason for cancellation of medical application along with the Tracker ID of the medical application to be cancelled. The cancel application button is visible only 2 days prior to the date of exam.

It is important to read and understand the above-mentioned instructions before applying in eGCA.

Cancellation of Medical NOC application

1. **Payment Successfully Completed** : Once the payment for the NOC application, applicant needs to select Date of Exam and Slot, Save the Details and hence submit the application to DGCA. In case you seek cancellation after successful payment, please do not raise and support cell requests for cancellation of the same. **NOC Applications cannot be cancelled, after the payment is done for the application !! Please do not raise any such support requests.** Select Date of Exam/Slot and get your NOC application rejected by DGCA. Even if the NOC application is approved, you can apply for NOC again. (Refer Slide 42).
2. **Payment is yet to be done** : Your application is having the 'Proceed to Pay' button at the bottom of the application. Raise a support cell request for cancellation of NOC application along with the Tracker ID of the application to be cancelled.

Important Instructions

If the medical application is not submitted before the date of exam or revalidated on the date of exam. It will be auto cancelled post the exam date selected in the NOC application which has been approved by DGCA. Apply for NOC again.

Important :- Check the medical details in the 'Basic Details' tab under 'Last Medical Details'. The visible details should be correct and latest. If not, submit your data validation request with correct details or check if the previous medical application has been approved by DGCA i.e. visible as 'Approved' in Track Status.

Do not apply for NOC, if the last medical details are incorrect in the NOC application.

Instructions to be followed while making payment via eGCA

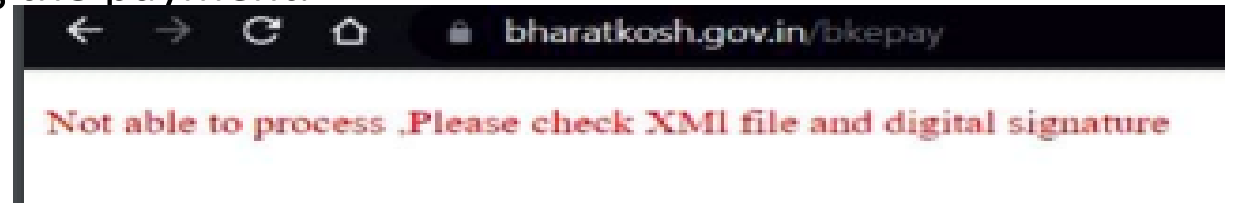
GENERAL INSTRUCTIONS

1. Make sure you are connected to a stable internet connection.
2. If the transaction is failing again and again. Please try making payment using internet banking or any other debit/ credit card.

Fees Refund - Please connect with Bharatkosh and DGCA in case of refund of your NOC application in any of the cases.

Please refer to the following resolutions for the errors/ alerts visible on the website while making payment via eGCA platform -

- Getting alert '**Not able to process. Please check XML file and digital signature**'
- **Resolution** : - Raise a Support Cell request with the Tracker ID/ eApplication ID of the application. Screenshot of the error occurred while making the payment.



Instructions to be followed while making payment via eGCA

Please refer to the following resolutions for the errors/ alerts visible on the website while making payment via eGCA platform :-

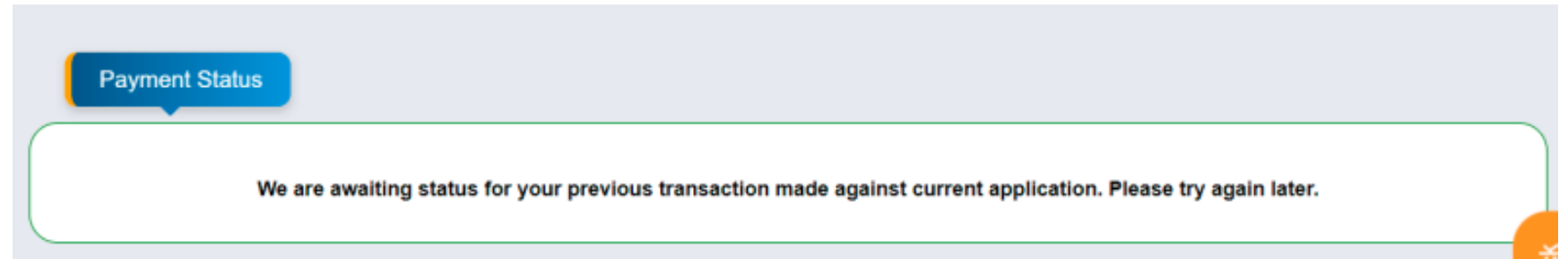
- Getting alert '**Sorry, an error has occurred**' after entering the OTP on the bharatkosh site.
- **Resolution**
 - If the fees amount is debited from your account, please refresh the page. Then Go to 'Track Status' node in your eGCA profile. Open your application and check if the status of the payment is updated or not.
 - If the fees amount is not debited, try making the payment again. Always to try to make the payment with different method in case of multiple fails.



Instructions to be followed while making payment via eGCA

Please refer to the following resolutions for the errors/ alerts visible on the website while making payment via eGCA platform :-

- Getting alert '**We are awaiting status of your previous transaction made against current transaction. Please try again later**'.
- **Resolution**
 - Please try and verify your payment transaction status. Wait for at least 24 hours. If it is not updated even after 24 hours, please raise a support cell request.
 - Always mention your eApplicationID or Tracker ID of the application, corresponding to which the payment issue is occurred.





Validations and Business Rules: Request for Medical NOC

Validations and Business Rules



Applicants rendered permanent unfit in last medical cannot request for medical NOC.



- NOC enables conduct of medical examination on date of examination by the DGCA Empaneled examiner or at Air Force center as mentioned in approved NOC application.
 - i. Applicant must re-validate the medical application on the same date, and
 - ii. DGCA examiner must import the medical application and re-verify it on the same date.
 - iii. The application will move to Air Force center once revalidated on the date of exam.

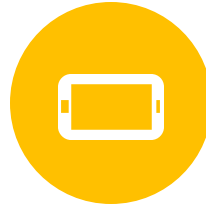
- **List of documents required to request Medical NOC:**

Document supporting reason for
NOC requirement

Medical Assessment if declared fit in
last medical, or
Unfitness letter if declared
temporary unfit in last medical

Proof of medical examination
appointment with DGCA Empaneled
Examiner

For more details



- Visit us at <https://dgca.gov.in/digigov-portal/>



- **Connect with eGCA Support Cell :**
1800-11-3422



- Mail to eGCA Support Cell :
egcasupport@dgca.nic.in



- Chat with us in case of any queries or concerns
(Ask Aakash)



Thank You

