



# MEDORBITS

STUDY | CAREER | CONSULTANCY

## PUBLIC INFORMATION CHECKLIST

# Verify an official notice

A practical check before acting on an admission, exam, result, or policy update.

- ☐ **01** Open the issuing authority or institution website directly. Do not rely only on forwarded screenshots or social posts.
- ☐ **02** Check the issuing organization, notice number, publication date, and the course, exam, intake, or group it applies to.
- ☐ **03** Look for a newer correction, extension, withdrawal, or superseding notice on the same official channel.
- ☐ **04** Confirm dates, time zone, eligibility, required documents, and next steps against the original notice.
- ☐ **05** Use only the official portal for applications and payments. Keep copies of the notice and payment receipts.
- ☐ **06** If any detail conflicts, pause and ask the issuing authority using contact details from its official website.

### Need help finding the right source?

Use the official issuer contact details shown on its own website.

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WhatsApp: wa.me/916205889064 | wa.me/917644987052