

## HBCR Registration Portal

1. You need to fill out the HBCR registration form to establish the cancer registry at your institution.
2. The principal investigator needs to sign up (for the first time) to access the registration portal by providing basic information.
3. Active Email id of the principal investigator should be provided and the same will be the login id to access the portal.
4. You are allowed to set up your own password. The password length should be between 8 and 15 characters. It should be a combination of at least one uppercase, lowercase, number, and a special character.
5. An activation link will be sent to the email id of the principal investigator. Click the URL / link in your email to access the portal.
6. Please submit the registration form online by filling in all the details for establishing the cancer registry using the 'HBCR Registration F menu.
7. Download the duly filled registration form using the 'Download' menu.
8. The scanned PDF of the registration form containing the duly signed by the head of the institution and all the investigators should be uploaded to the portal. Along with the registration form, this PDF file should also include CV of all the investigators of this project.
9. MoU will be sent after the verification of the duly completed registration form.
10. You need to print the MoU (2 copies) preferably in bond paper / thick sheets and duly completed copies should send it to ICMR-NCDIR, Bengaluru by speed post. Also, upload the scanned copy of MoU onto the portal.