

AP STATE COUNCIL OF HIGHER EDUCATION

APEAPCET–2023 SPOT(CONVENER) ADMISSIONS

From
The Chairman & Competent Authority,
A.P.State Council of Higher Education

To
The Principals, Private Unaided
Engineering Colleges in AP

Letter No. APEAPCET–2023/SPOT ADMNS/CAT-A/4, Dated: 29-11-2023

Sir,

Subject: APEAPCET-2023 Engineering Admissions–Communication of guidelines to fill the leftover vacancies during Institutional Spot Admissions (CAT-A) – Reg.

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The Principals of all Private Unaided Engineering Colleges in AP state are informed that EAPCET-2023 Admissions are completed and reported by 16-11-2023.

You are requested to fill up the left over and dropout vacancies by conducting Spot Admissions on or before 05-12-2023.

Principals are requested to comply with the following sequence of operations:

1. Collect original certificates from candidates for causing verification and the tuition fee admissible.
2. Update the joining details by logging into <https://cets.apsche.ap.gov.in> with the user ID already being used for updating joining details.
3. Derive Spot Vacancy. The unfilled and not joined / dropout vacant seats will now become vacancies for Spot admissions.
4. Conduct internal sliding to eligible candidates/branches. For this uncheck the check box against the candidate whom you are going to internally slide him/her to newer branch. Click on internal sliding, enter the hall ticket number and perform internal sliding.
5. Candidate's who are not in current list of allotments shall not be continued and they shall be directed to report at the new institution/course into which they were re-allotted during final phase of allotments based on their option.

6. If any candidate now wishes to cancel his/her allotment, they shall be permitted to do so and his name shall be unchecked from the list of candidates joined before deriving spot admissions.
7. In your college login under the college tab, details of vacancies after convener admissions are provided. The vacancies in EWS category belongs to OC category only. Principals are requested to fill these vacancies with EWS candidates (local to AU or SVU) having valid EWS certificate and these vacancies (being supernumerary) shall not be diverted to other categories if they are not filled.
8. How to arrive at the vacancy position?
- 8.1 Unfilled vacancies at the end of Phase-2 are placed in respective college login portals of <https://cets.apsche.ap.gov.in>
- 8.2 Deduct the number of vacancies filled due to re-allotment from one branch to another branch (internal sliding) and add the resultant vacancies.
- 8.3 The vacant seat shall be filled through internal sliding with the same category candidate on merit of respective CET-2023 rank.
- 8.4 If same category candidate is not available, seat shall be filled with the candidate as per seat conversion matrix given below

Table-1

If seat is vacant in	Converted in to	Converted into	Converted into	Converted in to	Converted into	Converted into
OC General						Un reserved/ Open Category
OC Women	OC General					
BC-A General	BC-B General	BC-C General	BC-D General	BC-E General		
BC-B General	BC-C General	BC-D General	BC-E General	BC-A General		
BC-C General	BC-D General	BC-E General	BC-A General	BC-B General		
BC-D General	BC-E General	BC-A General	BC-B General	BC-C General		
BC-E General	BC-A General	BC-B General	BC-C General	BC-D General		
BC-A Women	BC-A General	BC-B General	BC-C General	BC-D General	BC-E General	
BC-B Women	BC-B General	BC-C General	BC-D General	BC-E General	BC-A General	
BC-C Women	BC-C General	BC-D General	BC-E General	BC-A General	BC-B General	
BC-D Women	BC-D General	BC-E General	BC-A General	BC-B General	BC-C General	
BC-E Women	BC-E General	BC-A General	BC-B General	BC-C General	BC-D General	
ST General	SC General					
ST Women	ST General	SC General				
SC General	ST General					
SC Women	SC General	ST General				
EWS Women	EWS General	No Conversion				

Please comply the following scrupulously:

1. Issue a Notification in a Daily News paper indicating the date of Spot Admissions.
2. The vacancies are to be filled first with those qualified in APEAPCET-2023 and possessing 45% and above for OC and 40% and above for BC/SC/ST in aggregate/ in the prescribed group subjects of relevant qualifying examination (Inter). In case of Inter vocational candidates, the candidates shall have passed bridge course in Mathematics / Biological Sciences and Physical Sciences conducted by Board of Intermediate Education, AP.
3. If the vacancies are still left, Candidates who have passed the qualifying Examination with 45% and above for OC, 40% and above for BC/SC/ST in aggregate/ in the prescribed group subjects are to be considered.
4. Candidates who satisfy the definition of Local/Non-Local shall alone be granted admission. Candidates whose qualifying examination is from other state [For this purpose, Telangana is not other state] but either of the parents resided for a period of 10 years in A.P/Telangana state are eligible for Spot Admissions.
5. Candidates possessing the qualifying examination certificate recognized as equivalent to Intermediate by Board of Intermediate Education of Andhra Pradesh shall alone be considered for admission.

6. Certificates to be Verified:

- Qualifying Examination Marks Memos and Provisional Pass Certificate
- SSC Marks Memo or equivalent
- Intermediate vocational candidates shall have passed Bridge course in Mathematics / Biological Sciences and Physical Sciences conducted by Board of Intermediate Education, AP
- Study Certificate.
- Residence Certificate (if applicable)
- Caste Certificate (if applicable)
- Aadhaar number (not mandatory)
- EWS certificate (if applicable)

Upload all the above certificates of candidates for verification and for ratification of spot admissions made by the managements of private engineering & pharmacy colleges. Principals are requested to collect the following processing fee from each candidate admitted through spot admissions and remit to APSICHE through online payment gateway.

Status of Candidate	Registration Fee per candidate (for All Categories)
Qualified in EAPCET 2023	Rs.1200/-
Not qualified /Not appeared in EAPCET 2023	Rs.1800/-

7. The Vacancy seats may be filled as per the merit order as shown in Table1. First preference shall be given to CET qualified candidates and then remaining seats for those with requisite percentage of marks in aggregate/ in the group subjects in the qualifying examination.
8. Uploading spot admissions in the web portal i.e. <https://cets.apsche.ap.gov.in> shall be done on or before 05-12-2023.
9. After entering details of candidates admitted under spot admissions in the web portal, take print out of the same. The list shall be signed by the Principal for the future purpose.
10. Please note that the Students admitted through Spot Admissions (i.e.) leftover seats of the Convener quota in the Institutional Spot Admissions are not eligible for Tuition Fee Reimbursement Vide G.O.Ms.No.66 Social Welfare (SW.EDN.2) Department Dated 08.09.2010.
11. Further, the Principal is requested to follow the above guidelines scrupulously and in case of any doubt they are requested to contact 9100998069 or specialofficerapsche@gmail.com

Table-2

ACTIVITY	DATE
LAST DATE FOR UPDATING THE CONVENER ADMITTED CANDIDATES (SPECIAL ROUND) ADMISSIONS STATUS BY COLLEGES	16-11-2023
INTERNAL SLIDING	30-11-2023
DERIVING SPOT VACANCIES	01-12-2023
UPLOADING OF SPOT ADMISSIONS IN WEB PORTAL WITHOUT LATE FEE	02-12-2023 TO 05-12-2023
PAYMENT OF PROCESSING FEE THROUGH PAYMENT GATEWAY WITHOUT LATE FEE	02-12-2023 TO 05-12-2023
UPLOADING OF SPOT ADMISSIONS IN WEB PORTAL WITH LATE FEE OF Rs.2000/- PER DAY	06-12-2023 TO 08-12-2023
PAYMENT OF PROCESSING FEE THROUGH PAYMENT GATEWAY WITH LATE FEE OF Rs.2000/- PER DAY	06-12-2023 TO 08-12-2023