**User Manual** 

# For

DEPARTMENT OF TECHNICAL EDUCATION AP EAPCET - 2023 ADMISSIONS (Admissions into Engineering & Pharmacy Courses - M.P.C. Stream)

Prepared by

# **AP**Online

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## 1. INTRODUCTION:

#### 1.1 About APSCHE:

AP State Council of Higher Education (APSCHE) came into existence w.e.f. 20.05.1988 through Act16 of 1988 as per the recommendations of the National Education Policy 1986 to advise the Government in matters relating to Higher Education in the State and to oversee its development with perspective planning and for matters connected therewith and incidental thereto.

It is the general duty of the Council to coordinate and determine standards in institutions of Higher Education, Research, Scientific and Technical Institutions in accordance with the guidelines issued by the University Grants Commission from time to time. The Act 16 of 1988 envisages three distinct functions (a) Planning and Coordination, (b) Academic Functions and (c) Advisory Functions.

#### 1.2 Objective:

The main objective of the Admission module is to allot the seats as per the eligibility rules.

#### 1.3 Scope:

The scope of this document is to explain the process of Candidate registration, Fee payment and placing the weboptions and allotment of seats as per the candidate preferences.

#### 1.4 Abbreviations:

ΑΡΕΑΡCΕΤ	Andra Pradesh Engineering, Agriculture and Pharmacy Common Entrance Test
APSCHE	Andhra Pradesh State Council of Higher Education
VO	Verification Officer
ОТР	One Time Password
РН	Physically handicapped
NCC	National Cadet Corps
САР	Children of Armed forces Personnel
EWS	Economically Weaker Section

Table 1: List of Abbreviations





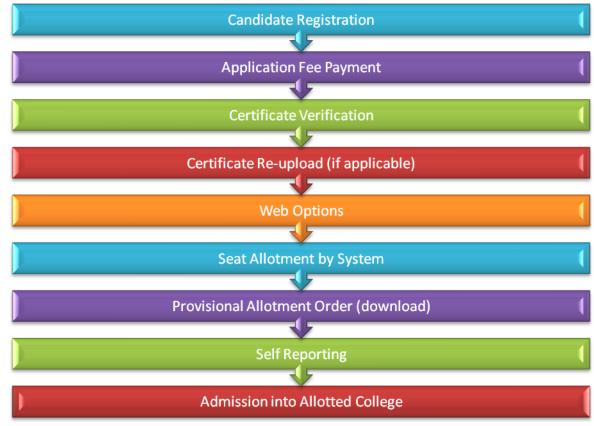
# 2. SOFTWARE AND TECHNOLOGIES:

Following are the software and technologies that are being used in this Admission Module

S.No	Software	Version
1	JAVA	1.6
2	Database	SQL Server 2012
3	Application Server	Jboss 6.1

Table 2: Software and Technologies

# 3. PROCESS FLOW of EAPCET 2023 ADMISSION



## 4. WEBSITE:

Candidate has to visit the Website https://sche.ap.gov.in





#### Choose the Admissions option as shown below

Andhr	a Pradesh State Council of Higher Education ( A Statutory body Government of Andhra Pradesh)	0
Common Entrance Tests (CETS)-2023	Admissions-2023 Common Entrance Tests (CETS)-2022	Admissions-2022

Figure 1: Candidate Landing Website

# 5. <u>FORMS:</u>

The Candidate has to follow below steps to complete the Web based admissions process

- ✓ Candidate Registration
- ✓ Certificate Re-Upload-After Certificate Verification
- ✓ Know Your Payment Status
- ✓ Print Payment Receipt
- ✓ Web options
- ✓ Provisional Allotment Order (Download)

(Admission	DEPARTMENT OF TECHNICAL EDUCATION EAPCET = 2023 ADMISSI s into Engineering & Pharmacy Courses - N	IONS M.P.C. Stream)
NEW: Though the selection of nearest Help Line Center(HL	C) is mandatory, Certificate verification for the uploaded certificates candidate needs help/support can attend the selected HLC.	will be done by concerned authorities by online. However, any
G	INFORMATION BULLETIN / DOWINLOADS	IMPORTANT DATES
<ul> <li>New Candidate Registration</li> <li>New Know Your Payment Status</li> <li>New Print Verified Application</li> <li>New Know Your Registration (Application/Verification Status)</li> </ul>	<ul> <li>DETAILED NOTIFICATION</li> <li>CAP PRIORITIES</li> <li>NCC PRIORITIES</li> <li>LIST OF SPORTS &amp; GAMES</li> <li>SPORTS &amp; GAMES PRIORITIES</li> <li>SPORTS &amp; GAMES PRIORITIES</li> <li>PH PRIORITIES</li> <li>LIST OF HELPLINE CENTERS</li> <li>NEWE SCOUTS &amp; GUIDES G OMS NO.27</li> <li>NEWE Public Notice On Local area</li> <li>NEWE LAST RANK DETAILS OF PRIVATE &amp;</li> </ul>	<ul> <li>NEW: Online Payment of Processing Fee cum Registration 24 07.2023 To 03.08 2023</li> <li>NEW: Online Verification of uploaded Certificates at notified Help Line centers 25.07.2023 To 04.08.2023</li> <li>NEW: Exercising the Web-Options by the registered and eligible Candidates 03.08.2023 To 08.08 2023</li> <li>NEW: Change of Options for the candidates 09.08 2023</li> <li>NEW: Allotment of Seats 12.08.2023</li> <li>NEW: Self-Reporting &amp; Reporting at college 130.2023 To 14.08.2023</li> <li>NEW: Commencement of class work 16.08.2023</li> </ul>

Figure 2: Candidate Registration option





#### 5.1 CANDIDATE REGISTRATION:

✓ Home Page → Candidate Registration

	DEPARTMENT OF TECHNICAL EDUCATION AP EAPCET - 2023 ADMIS (Admissions into Engineering & Pharmacy Courses AP EAPCET Registration	SIONS	
AP EAPCET Hall Ticket*	Date Of Birth*	Submit	

Figure 3: Candidate Login

- ✓ Here the Candidate shouldprovide the 'EAPCET Hall Ticket' &'Date of Birth' &clickon'Submit'. after entering the valid hall ticket and date of birth, the candidate EAPCET Entrance data will be auto populated as show in the following screen.
- ✓ In registration form the candidate mail ID and mobile number will be shown along with other details.If required candidate can change the registred mobile number valid OTP will be sent to changed mobile number,otherwise No need to change the mobile number.The registered mobile number will be used for all future correspondence with regard to admissions.
- ✓ All the certificates will be validated with the system and if required candidate need to enter the certificate details and need to upload the corresponding file in JPEG format only.
- ✓ All the uploaded files will be sent to Verification officer available at Help Line Center(HLC) choosen by the candidate at the time registration.

		r Registration	n	
	All uploads mu Registered Mobile Number and Email 1	ist be in PDF Forma will be used for all		
Personal Details Name of the candidate	Date of Birth	Aadhaar No	,	RNO FILE
PERICHARLA SUMA GAYATHRI	19/11/2004	XXXXXXXX	(X2071	
Gender	Father's Name	Region		e-Mail
Female	PERICHARLA SEETA RAMARAJI	AU		psumagayatri@gmail.com
Minority	Caste Category	Economical	lly Weaker Section*	Income*
NA	oc *	-Select	Status- 👻	
MobileNo*				
9704936565				
Special Categories				
Differently Abled (Physically Challenged)	NCC	Sports & Ga	mes	Children of Armed forces Person (CAP)
NO	NO	NO		NO
Scouts & Guides				
NO				
Educational Details				
S.No Class	School/College/Institu	ute	Place	District
1 12th Class	NARAYANA JUNIOR COLLEGE	ute	RAJAHMUNDRY	East Godavari
1 12th Closs 2 11th Closs	NARAYANA JUNIOR COLLEGE	ute	RAJAHMUNDRY	East Godavari East Godavari
1     12th Class       2     11th Class       3     10th Class	NARAYANA JUNIOR COLLEGE NARAYANA JUNIOR COLLEGE NARAYNA SCHOOL	ute	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM	East Godavari East Godavari Konaseema
1     12th Closs       2     11th Closs       3     10th Closs       4     9th Closs	NARAYANA JUNIOR COLLEGE NARAYANA JUNIOR COLLEGE NARAYNA SCHOOL NARAYNA SCHOOL	uto	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM	East Godavari East Godavari Konaseema Konaseema
112th Class211th Class310th Class49th Class58th Class	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL	ute	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM	East Godavari East Godavari Konaseema Konaseema
1     12th Closs       2     11th Closs       3     10th Closs       4     9th Closs	NARAYANA JUNIOR COLLEGE NARAYANA JUNIOR COLLEGE NARAYNA SCHOOL NARAYNA SCHOOL	ute	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM	East Godavari East Godavari Konaseema Konaseema
112th Class211th Class310th Class49th Class58th Class67th Class	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL	ute	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1     12th Class       2     11th Class       3     10th Class       4     9th Class       5     8th Class       6     7th Class       7     6th Class	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       MARAYNA SCHOOL       MARAYNA SCHOOL       MARAYNA SCHOOL		RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
112th Closs211th Closs310th Closs49th Closs58th Closs67th Closs76th Closs	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL	Entrance te	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1     12th Class       2     11th Class       3     10th Class       4     9th Class       5     8th Class       6     7th Class       7     6th Class       AP EAPCET       Hall Ticket No.       90160010050	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       MAHRSHI VIDYANIKETAN	Entrance te	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1     12th Closs       2     11th Closs       3     10th Closs       4     9th Closs       5     8th Closs       6     7th Closs       7     6th Closs	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       MAHRSHI VIDYANIKETAN	Entrance te 48.81060	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1       12th Class         2       11th Class         3       10th Class         4       9th Class         5       8th Class         6       7th Class         7       6th Class         Holl Ticket No.         g0160010050	NARAYANA JUNIOR COLLEGE         NARAYANA JUNIOR COLLEGE         NARAYANA SCHOOL         NARAYNA SCHOOL         Rank         88604.0	Entrance te 48.81060 (%) of mark (MPC)*	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM st marks	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1       12th Class         2       11th Class         3       10th Class         4       9th Class         5       8th Class         6       7th Class         7       6th Class         1       6th Class         90160010050       90160010050	NARAYANA JUNIOR COLLEGE       NARAYANA JUNIOR COLLEGE       NARAYANA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       NARAYNA SCHOOL       MAHRSHI VIDYANIKETAN	Entrance te 48.81060	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM st marks	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema
1       12th Class         2       11th Class         3       10th Class         4       9th Class         5       8th Class         6       7th Class         7       6th Class         1       6th Class         90160010050       90160010050	NARAYANA JUNIOR COLLEGE         NARAYANA JUNIOR COLLEGE         NARAYANA SCHOOL         NARAYNA SCHOOL         BARAYNA SCHOOL         BBOOR*         BEAP	Entrance te 48.81060 (%) of mark (MPC)*	RAJAHMUNDRY RAJAHMUNDRY RAVULAPALEM RAVULAPALEM RAVULAPALEM ATREYAPURAM st marks	East Godavari East Godavari Konaseema Konaseema Konaseema Konaseema



✓ If the Open Category(OC) Candidate is having Economically Weaker Section(EWS) Certificate, then the candidate should choose the option "Economically Weaker Section" as YES and need to enter the certificate number and upload the certificate in JPEG format as shown in the following screen.

Name of the candidate	Date of Birth	Aadhaar No	NO FILE
PERICHARLA SUMA GAYATHRI	19/11/2004	XXXXXXX2071	
Gender	Father's Name	Region	e-Mail
Female	PERICHARLA SEETA RAMARAJI	AU	psumagayatri@gmail.com
linority	Caste Category	Economically Weaker Section*	Income*
NA	oc •	-Select Status-	
lobileNo*		-Select Status- Yes	
9704936565		No	

Figure 5: Selection of EWS option

 $\checkmark\,$  Selection of Income option is as shown below

Personal Details			
Name of the candidate	Date of Birth	Aadhaar No	NO FILE
PERICHARLA SUMA GAYATHRI	19/11/2004	XXXXXXX2071	
Gender	Father's Name	Region	e-Mail
Female	PERICHARLA SEETA RAMARAJI	AU	psumagayatri@gmail.com
Minority	Caste Category	Economically Weaker Section*	EWS From*
NA	oc ~	Yes 🗸	Select V
APSeva (Sachivalayam) / MeeSeva / Other EWS No*	Income*	MobileNo*	
Meeseva / Other EWS No*	~	9704936565	
	Select		
	Not Applicable		
	Below Two Lakh Fifty Thousand		

Figure 6: Selection of Income option



✓ Selection of the Special Categories as shown below

Special Categories			
Differently Abled (Physically Challenged)	NCC	Sports & Games	Children of Armed forces Personnel (CAP)
NO	NO	NO	NO
Scouts & Guides	,		
NO			

Figure 7: Selection of Special Categories

✓ Educational Qualifications will be auto populated if candidate belongs to SSC-AP. In case of other boards the candidate has to enter the School/College Name, Place and District.

S.No	Class	School/College/Institute	Place	District
	12th Class	NARAYANA JUNIOR COLLEGE	RAJAHMUNDRY	East Godavari
2	11th Class	NARAYANA JUNIOR COLLEGE	RAJAHMUNDRY	East Godavari
1	10th Class	NARAYNA SCHOOL	RAVULAPALEM	Konaseema
4	9th Class	NARAYNA SCHOOL	RAVULAPALEM	Konaseema
5	8th Class	NARAYNA SCHOOL	RAVULAPALEM	Konaseema
ò	7th Class	NARAYNA SCHOOL	RAVULAPALEM	Konaseema
7	6th Class	MAHRSHI VIDYANIKETAN	ATREYAPURAM	Konaseema

Figure 8: Selection of Educational Detsils

#### ✓ APEAPCET details will be auto-populated as shown below

AP EAPCET		
Hall Ticket No.	Rank	Entrance test marks
90160010050	88604.0	48.81060766981931

Figure 9: Selection of AP EAPCET details



✓ Intermediate/Equivalent details will be auto-populated if candidate belongs to BIE-AP, Incasse of other boards the details has to be entered manually.

**AP**Online

Intermediate/Equivalent		
all Ticket No*.	Board*	(%) of marks for Group subjects (MPC)*
2203210947	BIEAP	79.00

Figure 10: Selection of Intermediate details

- ✓ If the candidate details are found to be correct then the candidates needs to select NO option for "Do you want make any changes in the information provided" and select the Help Line Centers and submit his/her details and proceed for application fee payment.
- ✓ Though the selection of nearest HelpLine Center (HLC) is mandatory, Certificate verification for the uploaded certificates will be done by concerned authorities by online. However, any candidate needs help/support can attend the selected HLC., as shown in following screen

	ANANTHAPOR - GOVERNMENT POLYTECHNIC				
https://eapcet-sche1.aptonline.in/EAPMPC/register.xls	ANANTHAPUR - JAWAHARLAL TECHNOLOGICAL UNIVERSITY				
CL :: LOGINS 📀 Case Bar Code Upd 📀 APSBCL-CASE (	CHITTOOR - S.V.GOVERNMENT POLYTECHNIC,TIRUPATHI. K.T ROAD.				
	CHITTOOR - SRI VENKATESWARA UNIVERSITY, TIRUPATHI, OLD MBA BUILDING.				
	EAST GODAVARI - ANDHRA POLYTECHNIC, KAKINADA				
	EAST GODAVARI - JAWAHARLAL TECHNOLOGICAL UNIVERSITY, KAKINADA				
Intermediate/Equivalent	GUNTUR - M.B.T.S. GOVT. POLYTECHNIC, NALLAPADU.				
	GUNTUR - ACHARYA NAGARJUNA UNIVERSITY				
Hall Ticket No*. Board	GUNTUR - JNTU COLLEGE OF ENGINEERING, NARASARAOPET				
2203210947 BIE	KADAPA - GOVERNMENT POLYTECHNIC FOR WOMEN, RAMANJANEYA PURAM				
2200210047	KADAPA - YSR ENGINEERING COLLEGE, PRODDATUR				
	KRISHNA - ANDHRA LOYOLA COLLEGE, VIJAYAWADA, OPP. STELLAY COLLEGE, NEAR RAMESH HOSPITAL.				
	KRISHNA - GOVERNMENT POLYTECHNIC, VIJAYAWADA,OPP. STELLAY COLLEGE,NEAR BENZ CIRCLE.				
	KRISHNA – SRR & CVR DEGREE COLLEGE, VIJAYAWADA				
Do you want to make any changes in the above	KURNOOL - SRI G. PULLA REDDY GOVT. POLYTECHNIC, B.THANDRAPADU.				
bo you want to make any changes in the above	KURNOOL - E.S.C. GOVT. POLYTECHNIC, NANDYAL				
No	✓Select Help Line Centre(HLC) ✓				
<ul> <li>I do hereby declare that the information furnished in this application is true to the best of my knowledge and belief. I am aware that in the event of any information being found to be false or untrue. I shall be liable to such action by the Prescribed Authority as it may deem proper apart from penal action under Law.</li> <li>Note: Though the selection of nearest HelpLine Center (HLC) is mandatory, Certificate verification for the uploaded certificates will be done by concerned authorities by online. However, any candidate needs help/support can attend the selected HLC.</li> </ul>					
4					

Figure 11: Selection of Help Line Centers

✓ Here system will automatically show the Name,FatherName,Date of Birth,Education details as per the previous data.If the candidate has to change any thing, then he/she needs to choose the option as YES for "Do you want make any changes in the information provided" and corresponding changes can be done at next grievance form.

	<b>AP</b> Onlir	າຍ
Do you want to make any changes in t	bove information provided ? *	
Yes	~	
	IpLine Center (HLC) is mandatory, Certificate verification for the uploaded certificates will er, any candidate needs help/support can attend the selected HLC.	be done by
		Submit

Figure 12: Selection for changes of Information Provided

#### ✓ Candidate can choose any of the following shown payment options to pay the application fee.

	DEPARTMENT OF TECHNICA AP EAPCET = 2023 A sions into Engineering & Pharmac AP EAPCET Registral	DMISSIONS (y Courses - M.P.C. Stream)
AP EAPCET Holl Ticket*	Aadhar Number*	Name of the Candidate*
5142010168	200000008176	PAYASAM MOUNIKA
Mobile Number*	Caste Category*	Differently Abled (Physically Challenged)*
9491764803	00	NO
Amount (in Rs.)*		
1500.0		
Payment Mode*		
<ul> <li>Debit Card</li> <li>Credit Card</li> <li>Net Banking (SB)</li> <li>Net Banking (ICICI)</li> <li>Net Banking (HDFC)</li> <li>Net Banking (Others)</li> <li>Net Banking (Paytm)</li> </ul>		PAY
© Copy Rights Reserved with APSCHE.		

Figure 13: Selection of payment option

✓ Enter the payment option details and make the payment as show in following screen

Order No. : EBS241084BE788C5			Total Amount : INR 1515.93	
Test Mode	SAVED CARDS NEW	CARD 💙	CUSTOMER CONTAC	CT DETAILS
	4111111111111	VISA	Email 1d Mebde No.	test⊜gmail.com 9491764803
	12 / 21 Expiry -	·	PAYMENT SUMMAR	Y INR 1515.93
	ter( Make Payment	Go Back	Your name as on the card Total	INR 1515.93
	Fay Using Coville & Dolter Card			
	This is a secure permant generate using 256-bit 33L encryption. Proveed by EB5.in - Permane Service Provider Part of Engenite Permant Service.			

Figure 74: Entering the Card Details



✓ Candidate need to wait the payment process to complete and Don't press the BACK button ot REFRESH buttons till the payment completes.

2		secure.aponline.gov.in
Success!		
Payment Status	:	Authorized
Payment ID	5	44261
Please wait, redirecting to Merchant		1
This is a secure payment prevery using 256-bit 35L encryption. Prevented by EEG in - Proyment Service Previder Per of Jaganice Payment Service.		

Figure 85: Success response from Payment gateway

- ✓ Here if the payment is successful then system will show the payment details page, if payment not done then system will automatically redirect the candidate to Payment page to pay the application Fee.
- ✓ After successful payment an acknowledgement will be shown with the details like,Payment reference id,Amout ,Payment date etc. as shown in following screen.

Payment Success				
AP EAPCET Hall Ticket No	5142010168			
Aodhar Number	2000000008176			
Applicant Name	PAYASAM MOUNIKA			
Gender	Female			
Caste Category :	oc			
Mobile Number	9491764803			
Differently Abled (Physically Challenged) (Physically Challenged)	NO			
Amount (in Rs.)	1500.00			
Payment Ref No	EB\$2410848E788C5			
Payment Date	24/10/2021			

Figure 16: Payment Acknowledgement