

**UserManual
For
EAPCET(MPC)
Registrations2024**

By

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InternalApproval

InternalApproval

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1. INTRODUCTION

APSCHE: Andhra Pradesh State Council of Higher Education (APSCHE) came into existence w.e.f. 20.05.1988 through Act 16 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.

2. SOFTWARE AND TECHNOLOGIES

S. No.	Software	Version
1	Java	7
2	MySQL Server	2018

Table 1: Software and Technologies

3. Documents to be uploaded or required in registration process

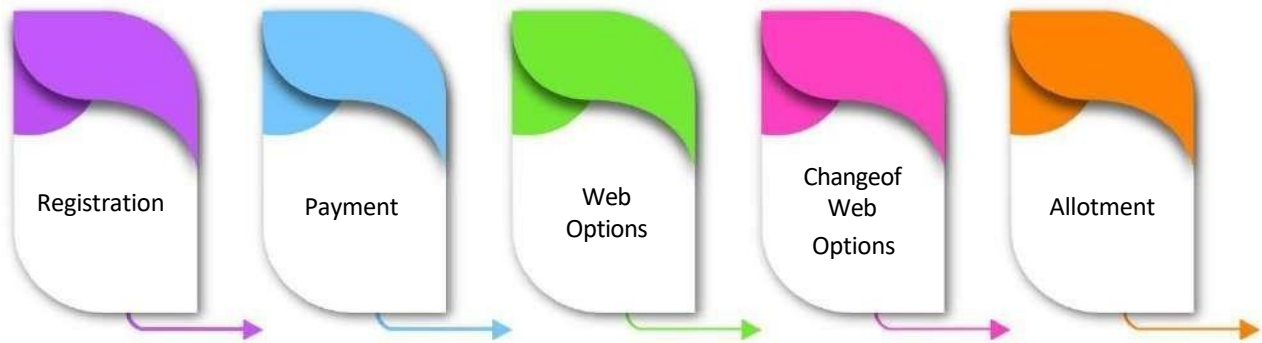
The candidates are required to be ready with the following mandatory/option details to fill in the appropriate fields before filling the Online Application Form:

S.no	Details Required	Documents to be referred
1	Credit card or Debit card details (If payment is being made through Credit card/ Debit card)	Credit Card/Debit Card
	Netbanking User ID and Password	Netbanking User ID and Password
2	10 th /Equivalent Hall ticket number and DOB	10 th or Equivalent Hall ticket/Birth Certificate
3	EWSCertificate number (If candidate belongs to OC)	EWSCertificate from MeeSeva/APSeva
4	Castecertificate Number	Caste Certificate from MeeSeva/APSeva
5	Minority Certificate	Minority Certificate from MeeSeva/APSeva

6	IncomeCertificate	IncomeCertificatefrom MeeSeva/APSeva
6	Study Certificates fromdiplomato7 th class	StudyCertificatesobtainedfrom respective schools
7	DiplomaCertificate	DiplomaCertificateissuedby Competent Authority
8	TransferCertificate	TheCertificateissuedby Competent Authority
9	SpecialCategory	TheCertificateissuedby Competent Authority

Table2:DocumentsRequiredforRegistration

4. PROCESSFLOW



Registration/FeePayment:

Click the below mentioned link to access the admission portal.

Link: <https://cets.apsche.ap.gov.in/APSCH/APSCHHome.aspx>

The following screen is displayed.

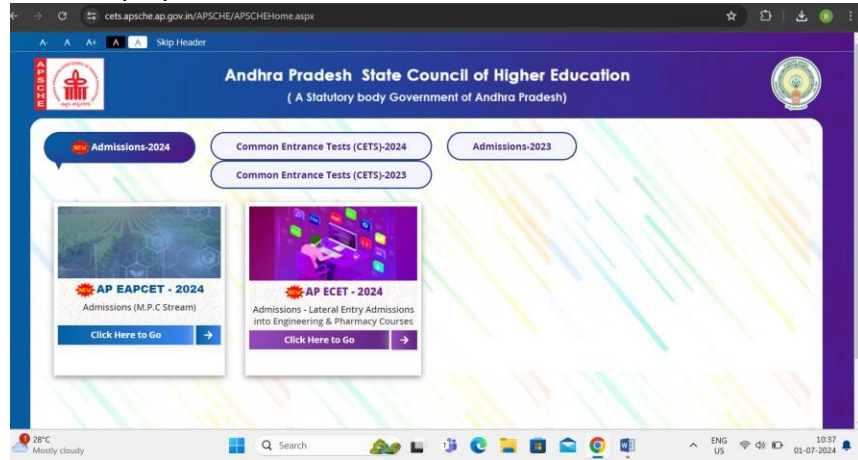


Figure1: Portal for registrations in APSCH EAPCET

Click on the link in Application forms, as shown in the figure above, to open the registration Page.

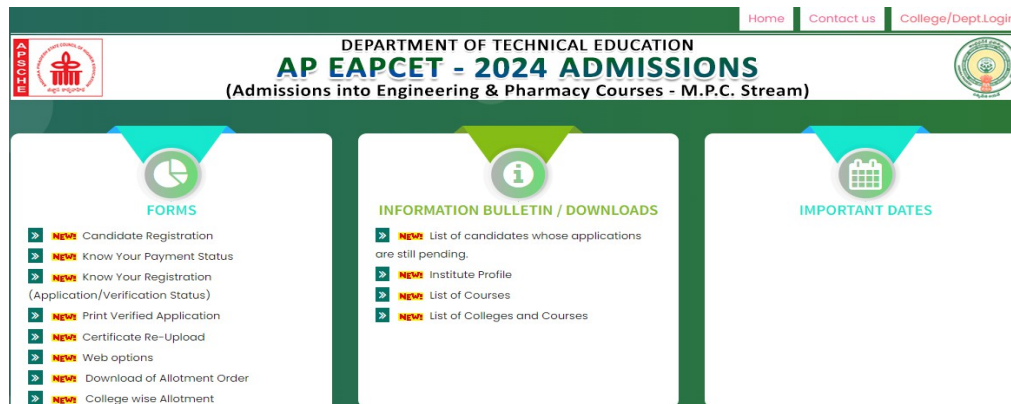


Figure2: Registration Link

After clicking the registration link, the below page will be displayed to the candidate.

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(Admissions into Engineering & Pharmacy Courses - M.P.C. Stream)

AP EAPCET Registration

All uploads must be in PDF Format
Registered Mobile Number and Email will be used for all future communications

Personal Details

Name of the candidate: MAHENDRAKAR SHANKAR RAO
Date of Birth: 19/12/2005
Aadhaar No: XXXXXXXX9938

Gender: Male
Father's Name: M N SHANKAR RAO
Region: SVU
e-Mail: mahendrakarshanki@gmail.com

Minority: NA
Caste Category: BC-D
Income*: --Select--
MobileNo*: 9000382929

Special Categories

Person with Disability (PWD): NO
NCC: NO
Sports & Games: NO
Children of Armed forces Personnel (CAP): NO

Scouts & Guides: NO

Figure3:Registrationpage

PersonalDetails:

PersonalDetails likeName,DOB,Aadharnumber,Gender,Father'sName,Address,emailID, Mobile Number, Region, caste will be auto-populated from the entrance CET data.

Email,Income canbe edited bythecandidate.ProperEmailshouldbe providedbythe candidate for further communication.

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Personal Details

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Aadhaar No: XXXXXXXX9938

Gender: Male
Father's Name: M N SHANKAR RAO
Region: SVU
e-Mail: mahendrakarshanki@gmail.com

Minority: NA
Caste Category: BC-D
Income*: --Select--
MobileNo*: 9000382929

Special Categories

Person with Disability (PWD): NO
NCC: NO
Sports & Games: NO
Children of Armed forces Personnel (CAP): NO

Scouts & Guides: NO

Figure4:Registrationpage

For Caste, Meeseva and APSeva integrations are integrated and candidate is given provision to select the certificate issued authority (Meeseva/APSeva). By selecting the dropdown, Candidate need to enter the certificate number. If the certificate number is not valid, candidate has to upload the caste document which the verification officer will verify the certificate.

Based on the Caste selection, candidate has to select the minority status and upload the necessary certificate if candidate has minority.

Fee reimbursement Yes/No has to be selected by the candidate which is integrated with Meeseva/APSeva. If the certificate number is not validated the candidate need to upload the proper certificate.

Special Categories:

Figure5:SpecialCategories

Special Categories are populated as No to the candidate. If the candidate wants to change the status, the candidate can edit in the edit page.

Educational Details:

S.No	Class	School/College/Institute	Place	District
1	12th Class	NARAYANA JUNIOR COLLEGE	NARASINGA PURAM	Tirupati
2	11th Class	NARAYANA JUNIOR COLLEGE	NARASINGA PURAM	Tirupati
3	10th Class	INDUS EM HIGH SCHOOL	PANDIPADU	Kurnool
4	9th Class	INDUS EM HIGH SCHOOL	PANDIPADU	Kurnool
5	8th Class	INDUS EM HIGH SCHOOL	PANDIPADU	Kurnool
6	7th Class	INDUS EM HIGH SCHOOL	PANDIPADU	Kurnool
7	6th Class	INDUS EM HIGH SCHOOL	PANDIPADU	Kurnool

Figure6:EducationalDetails

Intermediate/EAPCETdetails:

AP EAPCET		
Hall Ticket No.	Rank	Entrance test marks
50151010098	54639.0	50.46407513645363

Intermediate/Equivalent		
Hall Ticket No	Board	(%) of marks for Group subjects (MPC)
2309249003	BIEAP	84.33

Figure7:EAPCETDetails

EducationalDetailsareauto-populated fromtheentranceCETdata. Ifthe candidateneedtoeditthe details, the candidate can edit in the edit page.

Do you want to make any changes in the above information provided ? *

Yes	▼
--Select--	
Yes	
No	

Certificate verification for the uploaded certificates will be done by the HLC. Candidate can attend the selected HLC.

Submit

Figure8:ChangesintheApplicationForm

IfthecandidateselectsYes,the candidatewill belandedtotheeditpageandcan changethe detailslike name, gender, father's name etc.

IftheCandidateSelectsNo,the candidatecan selecttheHLC(District)andwillbelandedtothepayment page and can make the payment.

EditPage:

Personal Details			
Aadhar No	Gender	Date of Birth	e-Mail
516479439030	Male	10/12/2005	mahendrakamruthik@gmail.com
MobileNo*	Caste Category	Region	
9000362929	BC_D	SVU	
Do you want to Edit Name	Name of the candidate (In block letters)		
NO	MAHENDRAKAR SHANKAR RAO		
Do you want to Edit Father Name	Father's Name		
NO	M R SHANKAR RAO		
Do you want to Edit Minority	Minority		
NO			

Figure 9:EditPage

CandidatedetailslikeName,Father Name,canbeeditedbyuploadingtheSSCcertificateas proof. Minority can be edit by uploading MinorityMeesevaNumber.

SpecialcategoriesinEditPage:

SpecialCategoriesaredisplayedasNointheregistrationpage.Thosespecialcategoriescanbeeditedin the edit page by selecting the drop down and uploading the valid certificate.

Figure10:SpecialcategoriesinEditPage

EducationalDetailsinEditPage:

EducationalDetailsfromdiploma3rdyearto 7th classaredisplayed.Ifthecandidateneedsto editthedetailsoftheparticularclass,the candidatcanlickonthecheckboxandedit,uploadthedocument. After editing the details, candidate need to click on the 'Get Region'to get the local area

IftheregionisAU/SVU,Candidatecanmovetothepage

IftheregionisOU,Candidateshouldselectthedropdownthathe/shehaslocalarea certificate received from Meeseva.

Ifthecandidatehascertificate,the candidatcanuploadandselectthedistrictsin which he is local

IfthecandidateselectsNo, the candidatiscsideredasOU and canmovefurther.


IftheregionisNL(Non-Local),thecandidateshoulduploadthe10yearresidenceproofto get eligible for registrations.

S.No	Class	School/College/Institute	State	District	Upload File (File size less than 1MB, Only PDF Allowed)
1	12th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
2	11th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
3	10th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
4	9th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
5	8th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
6	7th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen
7	6th Class*	<input type="text"/>	--Select--	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen


Figure 11:Region

Aftereditingtheapplication,thecandidateandtheHLC(District)canmoveforthepayment screen.

NOTE:Ifthecandidateselectsany ofthe specialcategories ,theHLCisVijayawadaGovernmentPolytechnic College by default.



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AP EAPCET Registration Form

AP EAPCET Hall Ticket* 50151010098	Aadhar Number* XXXXXXXX9638	Name of the Candidate* MAHENDRAKAR SHANKAR RAO HRITHIK
Mobile Number* 9000362929	Caste Category* BC_D	Person with Disability (PWD)* NO
Amount (in Rs.)* 1200.0	H.L.C.* M.B.T.S. GOVT. POLYTECHNIC, GUNTUR, NALLAPADU.	

Payment Mode*

- Debit Card
- Credit Card
- Net Banking (SBI)
- Net Banking (ICICI)
- Net Banking (HDFC)
- Net Banking (Others)
- Net Banking (Paytm)

PAY

Figure12:PaymentScreen

If the payment is successful, the registration has been completed and the candidate is eligible for further steps. If the payment is failed, the candidate has to repay the amount and the amount will be refunded as per bank norms if the money is debited.

