



DEPARTMENT OF TECHNICAL EDUCATION & APSCE

APEAPCET-2023 ADMISSIONS (Bi.P.C. STREAM)

DETAILED NOTIFICATION FOR WEB BASED COUNSELLING

The Qualified and eligible candidates APEAPCET-2023 Bi.P.C stream desirous of seeking admission into B.E/B.Tech(Bio-Technology, Food Technology & Pharmaceutical Engg.)/B.Pharmacy/Pharm-D Courses are informed that the web counselling process comprising payment of processing fee cum registration, online certificate verification and option entry will be conducted from 01-11-2023 to 14-11-2023. The candidates are instructed to follow guidelines/Instructions to candidates or user manual to proceed for web counseling process.

The qualified and eligible candidates of APEAPCET-2023(Bi.P.C. Stream) are informed to participate in web counseling for the seats available in (i) University & Private Engineering Colleges and (ii) University & Private Pharmacy colleges under Convenor quota in the State of Andhra Pradesh for the academic year 2023-24.

The web counseling schedule is given below.

WEB COUNSELLING SCHEDULE OF FIRST PHASE

SNO	ACTIVITY	DATES
1	Online Payment of Processing Fee cum Registration and online certificate verification.	01.11.2023 to 08.11.2023
2	Online Verification of uploaded Certificates at notified Help Line centers	09.11.2023 to 11.11.2023
3	Exercising the Web-Options by the registered and eligible Candidates	11.11.2023 to 13.11.2023
4	Change of Options for the candidates	14.11.2023
5	Allotment of Seats	17.11.2023
6	Self-Reporting& Reporting at college	18.11.2023 to 21.11.2023

Registration and Payment of Processing fee:

1. Open the website using <https://cets.apsche.ap.gov.in> and click on EAPCET-2023 ADMISSIONS(Bi.P.C stream)
2. Then click on Registration form link
3. Candidate can enter into Registration form by using "EAPCET Hall Ticket No" and "Date of Birth"
4. Registration form with all the basic information is displayed, verify all the details.
 - a. If no mistakes found, accept the declaration and candidate will be directed to processing fee payment gateway.
 - b. If any mistake found in the information provided, candidate can use the provision to make changes by selecting the option "yes" from the drop down box provided

before the declaration and click on submit button, which will direct the candidate to make any corrections to rectify the mistakes using suitable data with relevant document proofs to be uploaded through online. Then accept the declaration and candidate will be directed to processing fee payment gateway.

- The processing fee for web counseling is Rs.1200/- (for OC/BC) and Rs. 600/- (for SC/ST). The candidates are instructed to pay through online by credit card/ debit card/net banking etc in web site <https://cets.apsche.ap.gov.in>
- All the candidates from 1 to Last Rank can pay the processing fee from 01.11.2023 to 08.11.2023 using URL <https://cets.apsche.ap.gov.in>.

5. Once the payment is success click on print button and take a print out.

Important Note:

- During the payment of processing fee sometimes due to network delays payment made by the candidate may not be successful. In such cases candidates need to pay the processing fee once again and amount debited due to the failure transaction will be remitted back into the respective account within 4 working days from the date of payment. Candidates are requested to note that only one payment will be taken and excess paid will be refunded automatically.
- Candidates can also check the payment status by clicking on the "Know your payment status" link. In case your account is debited and the website gets disconnected before payment receipt generation, kindly check your Payment Status using "Check Your Payment Status" option by providing your details. If you get message "Payment Details Not Found" , candidate is requested to go for a fresh payment and the amount for the failure transaction will be refunded to their debited bank account as per bank norms.

Verification of Certificates (Online):

CASE-1: (certificates were already verified through web services, no change required in the data)

The candidates are informed to note that if the certificates were already verified through web services from the respective board/agencies based on the information furnished by the candidate while applying for EAPCET-2023 i.e., Common Entrance Test. i.e the candidates whose certificate data is already verified online through web services, they are directed pay the processing fee cum registration and can verify the details of candidate (personal, academic and other details) for the correctness. If the candidates are satisfied for data available, they need not upload any certificates. Further they are directed to proceed for exercise options as per the schedule.

CASE-2: (certificates were already verified through web services, If change required in the data)

The candidates whose certificate data is already verified through web services but candidate wishes to change the data, then candidate has to upload relevant certificates for online verification. After the verification of data by online by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule. If case any clarification, they can visit nearest Help Line Centre.

CASE-3: (Candidates whose data is not verified through online)

In respect of candidates whose data is not verified, such candidates have to upload documents for online verification by choosing notified HLCs. After the verification of data by online by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule. If case any clarification, they can visit nearest Help Line Centre.

Candidates are informed that the verification of certificates viz SSC marks memo, Intermediate marks memo, VI class to Intermediate study certificates, Caste Certificate, Income Certificate/Rice Card, Economically Weaker section (EWS) certificate, Physically Challenged Certificate, Residence Certificate have to be verified by the counseling authorities. But the candidates are required upload only required documents only.

NOTE1: In the above three cases candidates need not go to Help Line Centers

CASE-4: (Candidates belongs to PH, CAP, NCC, Scouts & Guides and Sports and Games whose data is not verified through online)

Special Category candidates whose data **is verified online** for the certificates except PH, CAP, NCC , Scouts & Guides and Sports and Games, such candidates have to upload PH, CAP, NCC , Scouts & Guides and Sports and Games certificates for online verification and instructed to attend physically with all the original certificates and two sets of Xerox copies at Government Polytechnic, Vijayawada (HLC for Special Category candidates). After the verification of data by online and physically by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule.

Special Category candidates whose data **is not verified online**, such candidates have to upload documents including PH, CAP, NCC , Scouts & Guides and Sports and Games certificates for online verification and instructed to attend physically with all the original certificates and two sets of Xerox copies at Government Polytechnic, Vijayawada (HLC for Special Category candidates). After the verification of data by online and physically by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule.

NOTE2: In respect of CASE-4 candidates must go to Government Polytechnic, Vijayawada with all original certificates & two sets of Xerox copies as per the schedule.

After completion of registration Click on "**Verification Status**"

1. Enter Hall ticket Number and Date of Birth then click on "Show" button.
2. The candidate details will be displayed at the screen the candidates whose certificates got verified online will get display message "**Candidate is eligible for exercising options**" all such candidates have to proceed to option entry as per the schedule given in the notification.
3. The candidates whose certificates are not verified online will be displayed a message "**candidate is not eligible or certificate verification is in progress**" then such candidates should have uploaded documents in the process of registration. The uploaded certificates shall be verified by the concerned Help Line center authorities and decide the eligibility. If candidate is eligible then candidates have to proceed to option entry as per the schedule given in the notification.

VERIFICATION OF SPECIAL CATEGORY CERTIFICATES

1.PH (Physically Handicapped)

2.CAP (Children of Armed Personnel).

3.Sports & Games

4.Scouts&Guides

5.NCC (National Cadet Corps)

6.Anglo-Indian

Special Category candidates whose data **is verified online** for the certificates except PH, CAP, NCC, Scouts & Guides and Sports & Games, such candidates have to upload PH, CAP, NCC, Anglo-Indian, Scouts & Guides and Sports & Games certificates for online verification and instructed to attend physically with all the original certificates and two sets of Xerox copies at Government Polytechnic, Vijayawada (HLC for Special Category candidates). After the verification of data by online and physically by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule.

Special Category candidates whose data **is not verified online**, such candidates have to upload documents including PH, CAP, NCC, Anglo-Indian, Scouts & Guides and Sports & Games certificates for online verification and instructed to attend physically with all the original certificates and two sets of Xerox copies at Government Polytechnic, Vijayawada (HLC for Special Category candidates). After the verification of data by online and physically by the verification officers, then the candidates have to ascertain the status of eligibility by using verification status link. If they are eligible they can proceed for exercise options as per the schedule.

The competent authority to decide the eligibility for Special Category.

- **PH** - Candidates shall submit certificate issued by the District Medical Board.
- **CAP** - Candidates shall submit Certificates from the Zilla Sainik Welfare Board (viz) Discharge book & Identity card etc for Verification. Children of Ex-Service and In-Service persons who are domicile of Andhra Pradesh will alone be considered for allotment of seats under CAP Category.
- **NCC** - Produce original certificates issued by competent authorities
- **Scouts&Guides** - Produce original certificates issued by competent authorities
- **Sports and Games** -Produce original certificates issued by competent authorities. The candidate should have represented from the state of AP.
- **Anglo Indian-** Produce original certificates issued by competent authorities.

**SCHEDULE FOR CERTIFICATE VERIFICATION FOR PH, CAP, NCC, SCOUTS & GUIDES,
SPORTS & GAMES AND ANGLO-INDIAN CATEGORIES**

(REPORTING TIME 9.00 A.M. Everyday)

DATE	CATEGORY	RANKS CALLED	
		FROM	TO
10-11-2023	NCC	1	45000
	SPORTS& GAMES	1	45000
	CAP	1	45000
11-11-2023	NCC	45001	LAST RANK
	SPORTS& GAMES	45001	LAST RANK
	CAP	45001	LAST RANK
	PH	1	LAST RANK
	ANGLO-INDIAN	1	LAST RANK
	SCOUTS & GUIDES	1	LAST RANK

PHV: PHYSICALLY HANDICAPPED VISUAL
PHH: PHYSICALLY HANDICAPPED HEARING IMPAIRED
PHO: PHYSICALLY HANDICAPPED ORTHOPEDI

Certificates required for Web Counselling

The candidates are requested to keep the following certificates before proceeding for Online Web Counselling.

All original Certificates and two sets of Xerox copies

- 1) APEAPCET-2023 Rank card.
- 2) APEAPCET-2023 Hall Ticket.
- 3) Memorandum of Marks (Inter or its equivalent).
- 4) Proof of Date of Birth (SSC or its Equivalent Memo).
- 5) Transfer Certificate (T.C)
- 6) Study Certificate from VI to Intermediate
- 7) EWS certificate valid for the year 2023-24 from MeeSeva for OC candidates who want to claim reservation under EWS category
- 8) Residence certificate for preceding 7 years of the Qualifying examination i.e. Inter or its equivalent in respect of Private candidates.
- 9) Andhra Pradesh Residence Certificate of Candidate other than study period from other state or father/mother for a period of 10 years excluding the period of employment outside Andhra Pradesh from Tahsildar in respect of Non-Local Candidates.
- 10) Integrated Community Certificate, in case of BC/ST/SC issued by the competent authority.
- 11) Income certificate of parents from all sources issued on or after 01.01.2020 or Rice card (candidate name and either of the parents name have to be reflected in the ration card) those who claim tuition fee reimbursement)
- 12) Local status certificate (if applicable)i.e a candidate who migrates to any part of the state of Andhra Pradesh from the state of Telangana from 02-June-2014 to on/before 01-June-2024 shall be regarded as the local candidate in the state of Andhra Pradesh.

NOTE: The candidates pursued the Intermediate vocational course/Bridge courses are eligible only for B.Tech (Bio-Technology(BTB)),B.Tech(Food Technology(FDB))&B.Tech (Pharmaceutical Engineering(PEB)). They are not eligible for Pharmacy courses like B. Pharmacy (PHB) & Pharm- D(PDB) courses. Further it is informed that the options exercised by the candidates for Pharmacy courses like B.Pharmacy(PHB) & Pharm-D(PDB) courses will not be considered for allotment of seats.

List of Help Line Centers:

1. Government Polytechnic, Srikakulam
2. MRAGR Government Polytechnic, Vizianagram
3. Government Polytechnic, Kancharapalem, Visakhapatnam
4. Andhra Polytechnic, Kakinada
5. S.M.V.M Polytechnic, Tanuku, West Godavari dist
6. Government Polytechnic, Near Benz Circle, Vijayawada.
7. Andhra Loyola Degree College, Near Ramesh Hospital, Vijayawada
8. MBTS Government Polytechnic, Nallapadu, Guntur.
9. D.A Government Polytechnic ,Ongole
10. Government Polytechnic, Venkateswarapuram, Nellore
11. S.V Government Polytechnic, Tirupathi
12. Government Polytechnic for women, Kadapa
13. Government Polytechnic ,Ananthapur
14. Sri G.Pulla Reddy Government Polytechnic ,Kurnool

1. Candidates are here by informed that they can change their options already exercised on 14.11.2023. The options will be frozen on 14.11.2023 and candidates cannot modify further. In case of any candidates clicks on Freeze button, exercised options will not be given for any changes/modifications.
2. The allotment will be placed on 17.11.2023 after 6.00 p.m.
3. Allotments now made are subject to the grant of affiliation from the University.
4. Detailed instructions for options entry i.e Instructions to Candidates will be placed in home page of <https://sche.ap.gov.in>

Convener Office address:

The CONVENOR, APEAPCET-2023 ADMISSIONS,

D.NO:11-307, GARUDADRI K.K TOWERS

FLAT.NO:501, 5th FLOOR,LAKSHMI NARASIMHA COLONY

BYPASS ROAD,NEAR Dr.YSR AAROGYASRI HEALTHCARE TRUST

MANGALAGIRI,GUNTUR DISTRICT-522 503.

b)Email ID: convenorapeapcet2023@gmail.com

c)Help Desk Numbers:

7995681678, 7995865456, 9177927677

(Timings as per the schedule from 9:00 AM to 5:00 PM)

CONVENOR

DATE:29.10.2023

MANAGALAGIRI

APEAPCET-2023 ADMISSIONS