



# AP STATE COUNCIL OF HIGHER EDUCATION APICET-2021 ADMISSIONS

## DETAILED NOTIFICATION

### CERTIFICATE VERIFICATION AND OPTION EXERCISE FOR WEB BASED COUNSELLING

The Qualified and eligible candidates of APICET-2021 who are desirous of seeking admission into MBA/MCA Courses are informed that the web counseling process comprising payment of processing fee & certificate verification will be conducted from 04-12-2021 onwards. Candidates are instructed to follow guidelines/Instructions to proceed for web counseling process.

Qualified and eligible candidates of APICET-2021 are informed to participate in web counseling for the seats available in MBA & MCA colleges in the State of Andhra Pradesh (both University and Private) for the academic year 2021-22 on payment of processing fee as given below.

#### **I) Payment of Processing Fee:**

(Before Certificate Verification)

1. Rs.1200/- (for OC/BC) and Rs.600/- (for SC/ST/PH) through online by credit card/debit card/(or) net banking through the "Pay Processing Fee" link in the website <https://sche.ap.gov.in>
2. All the candidates from 1<sup>st</sup> to Last Rank can pay the processing fee from 04.12.2021 onwards using URL <https://sche.ap.gov.in>
3. Enter APICET – 2021 Hall Ticket number and rank and click on pay fee online.
4. The candidate will be directed to payment gateway.
5. Select any one mode of payment i.e credit card or debit card or net banking and enter credentials.
6. Once the payment is success click on print button and take a print out.
7. Candidate shall note that he/she shall have paid the processing fee when candidate upload scanned copies of certificates i.e the processing fee should be paid online by the candidate before he/she upload scanned copies of certificates.

## **II a) Online Certificate Verification**

Verification of Certificates of all candidates except candidates of Special category, will be done online.

### **Schedule for Certificate Verification of Special Category**

## **II b) Centralised Certificate Verification-Special Category**

Candidates of special category (PH/ CAP/ NCC/ Sports & Games/ AI) shall upload the scanned copies of all certificates (both academic and special category) through web portal: <https://sche.ap.gov.in>. The original certificates shall be produced at ANU HLC on 09.12.2021 for verification and fixing priorities.

**Only at Acharya Nagarjuna University, Nagarjuna Nagar, Guntur**

<b>Date</b>	<b>Special category</b>	<b>Rank</b>	
		<b>From</b>	<b>To</b>
09-12-2021	PH (V), PH (O), PH (H), NCC, Sports & Games, CAP and Anglo-Indian	1 To Last	

\*PH-(V)-Visually Handicapped

(H)-Hearing impaired

(O)-Orthopedically handicapped

NCC-National Cadet Cops;

Sports- Sports & Games

CAP-Children of Armed force Personnel

AI-Anglo-Indian

Candidates are instructed to visit the website for rules of admission under PH/NCC/SPORTS/CAP/AI Authority and for priorities. Candidates claiming Special reservation categories PH/NCC/ SPORTS/CAP/AI are informed that the decision of SAAP /NCC /PH /CAP Verification authority is final with regard to priorities and genuineness of the certificates produced. Upon allotment, the certificate produced by the candidate is found false/fake the provisional allotment stands cancelled and the candidate is liable for criminal prosecution.

**The following are the scanned certificates to be uploaded at the time of Registration**

- 1) AP-ICET-2021 Hall Ticket
- 2) APICET-2021 Rank Card
- 3) Transfer Certificate(T.C)
- 4) Degree Marks Memos/consolidated marks memo
- 5) Degree Provisional Certificate
- 6) Intermediate Marks Memo/Diploma Marks memo
- 7) S.S.C or its equivalent Marks memo
- 8) Study Certificates from Class IX to Degree
- 9) Residence Certificate (incase where candidate has no institutionalized education) in respect of Private candidates of AP state.
- 10) Residence certificate of either of the parent in AP for 10 years excluding the period of employment outside Andhra Pradesh from the competent authority in respect of Non-Local Candidates.
- 11) Latest valid Income Certificate or Ration Card issued by the competent authority containing the name of the candidate
- 12) Caste Certificate issued by competent authority in respect of SC/ST/BC
- 13) Latest Economically weaker section(EWS) certificate if applicable
- 14) 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 within a period of Seven years from the 2nd day of June, 2014 shall be regarded as the local candidate in the state of Andhra Pradesh.

**Certificates to be produced by PH/CAP/NCC & Sports at the time of certificate Verification at Help Line Centre, Acharya Nagarjuna University, Guntur:**

- a) **PH**-Certificate issued by the District Medical Board. Candidates with 40% and above is ability are only eligible.

- b) **CAP**- Certificate issued by Zilla Sainik Welfare Officer (In case of Ex-Servicemen) Identity card and Service Discharge book for verification. Candidates whose parents are domicile of Andhra Pradesh are only eligible to be considered under "CAP" Category.
- c) **NCC & Sports**- To produce Original Certificates issued by competent authorities.
- d) **Anglo-Indian**: A Certificate issued by Competent Authority of their place of Residence.

**Note:** Original Certificates need not be deposited in the college at the time of admission.

### III) Exercising the options:

The detailed procedure for exercising the option, candidates are directed to visit separate link "Instructions to the Candidates" available in the website (<https://sche.ap.gov.in>).

#### Schedule for exercising options:

Date		Ranks	
From	To	From	To
07.12.2021	11.12.2021	1	LAST

**Eligibility to MBA and MCA courses:** Candidates who secured 50% (for OC) and 45% (for SC/ST/BC) aggregate marks in Degree or its equivalent examination are only eligible for admission.

Course	Eligibility
MBA	Any degree of minimum three year duration with Mathematics as one of the subjects in SSC.
MCA	"Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree. OR Passed B.Sc./B.Com./B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University). Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.

**Note:**

1. All ICET-2021 qualified Candidates can exercise their options from any Internet cafe or from their Residence after Certificates Verification on the above mentioned dates. The detailed Procedure of Exercising Options will be placed on the Website: <https://sche.ap.gov.in>.
2. Options will be frozen on 12.12.2021 and
3. Allotment of seats will be placed in the Web site on 16.12.2021.
4. For all other details please refer the Website <https://sche.ap.gov.in>
5. Fee particulars and seats available under Convener Quota College wise will be available on the website: <https://sche.ap.gov.in> well before the commencement of Option Entry.
6. The Government (G.O.Ms.No.77 of **Social Welfare (EDN) Department** dated **25-12-2020**) ordered that in case of Post-Graduation courses, the (i) "Jagananna Vidya Deevena (RTF)" and (ii) "Jagananna Vasathi Deevena (MTF)" schemes shall be applicable only to the students admitted under Convener quota in the Post Graduate programs/ Courses offered by the State funded Universities and Government Degree/ PG Colleges in the State of Andhra Pradesh from 2021-22. The above are not applicable to the students admitted under convener quota, in case of Post Graduate programs /courses either regular or self-finance mode, in the Private Aided and Private Unaided Degree/PG Colleges from the academic year 2021-22 fresh admissions.

**Convener Office address:****CONVENOR, APICET-2021 ADMISSIONS,**

Andhra Pradesh State Council of Higher education

3rd, 4th and 5th floors, Neeladri Towers, Sri Ram Nagar,

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**Domain Contact Details**

Email-Id: [convenorapicetadms2021@gmail.com](mailto:convenorapicetadms2021@gmail.com)

Help Line Number: 8019358188

**Technical Contact Details**

Email Id:

Help Line Number: 9154019093

**Date: 04.12.2021**  
**Place: Mangalagiri**

**CONVENOR**  
**MANGALAGIRI APICET-2021 ADMISSIONS**