

A.P. STATE COUNCIL OF HIGHER EDUCATION

APPGCET–2024 SPOT ADMISSIONS

From

**The Chairman (i/c) & Competent Authority,
A.P.State Council of Higher Education**

To

**The Principals of all University
Affiliated Private (Aided /
Unaided) Colleges and Minority
Educational Institutions in A.P.**

Letter No. APPGCET–2024/PVT COLLEGES SPOT ADMNS/CAT-A/02 Dated: 24-10-2024

Sir/Madam,

SUB: APPGCET-2024- Post Graduate in M.A, M.Com, M.Ed and M.Sc., Admissions–
Communication of guidelines to fill the leftover vacancies during Institutional
Spot Admissions – Reg.

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1. The Principals of all University affiliated Private (Aided / Unaided) Colleges and Minority Educational Institutions in AP state are informed that APPGCET-2024 Convener admissions are completed and the students were instructed to report at colleges.

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

- a) Collect original certificates from candidates for causing verification and the tuition fee admissible.
- b) Update the joining details by logging into <https://cets.apsche.ap.gov.in> with the UserID already being used for updating joining details.
- c) Derive Spot Vacancy. The unfilled and not joined / dropout vacant seats will now become vacancies for Spot admissions.
- d) 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 reallocated during final phase of allotments based on their option.
- e) If any candidate now wishes to cancel his/her allotment, they shall be permitted to do so and his/her name shall be unchecked from the list of candidates joined before deriving spot admissions.
- f) In 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.

3. Please comply the following scrupulously:

- I. Issue a Notification in a Daily News paper indicating the date of Spot Admissions.
- II. Candidates who have not taken admission so far are only eligible. Candidates shall not be allowed for spot admission without original certificates.
- III. The vacancies are to be filled with those qualified in APPGCET-2024 and fulfilling the eligibility criteria given in APPGCET-2024 notification. If vacancies are still left, candidates obtained requisite percentage of marks in qualifying exam as detailed in APPGCET-2024 shall be considered in the order of merit.

Table-1

If seat is vacant in	Converted in to	Converted into	Converted into	Converted into	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				

IV. Candidates who satisfy the definition of Local/Non-Local shall alone be granted admission. Candidates whose qualifying examination is from other state but either of the parents resided for a period of 10 years in A.P/Telangana state are eligible for Spot Admissions.

V. Certificates to be Verified:

- Qualifying Examination Consolidated Marks Memo and Provisional Pass Certificate
- Eligibility for admission into a Course shall be as prescribed Educational qualifications given in APPGCET-2024 Notification
- Study Certificate
- APPGCET-2024 Rank card
- Residence Certificate (if applicable)
- Caste Certificate (if applicable)
- EWS Certificate (if applicable)
- Transfer Certificate

- VI. Upload the original marks memos of all above certificates for verification and for ratification of spot admissions made by the 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 APPGCET-2024	Rs.500/-
Not qualified/Not appeared in APPGCET-2024	Rs.800/-

- VII. The Vacancy seats may be filled as per the merit order shown in Table1. First preference shall be given to APPGCET-2024 qualified candidates and then remaining seats for those with requisite percentage of marks in aggregate in the qualifying examination.
- VIII. Uploading spot admissions in the web portal <https://cets.apsche.ap.gov.in> shall be done on or before **31-10-2024**.

Table-2

ACTIVITY	DATE
LAST DATE FOR UPDATE OF JOINING DETAILS OF CANDIDATES ALLOTTED BY CONVENER, PGCET-2024	09-10-2024
DERIVING SPOT VACANCIES	15-10-2024
ISSUE OF NOTIFICATION	16-10-2024
UPLOADING OF SPOT ADMISSIONS IN WEB PORTAL WITHOUT LATE FEE	17-10-2024 TO 31-10-2024
PAYMENT OF PROCESSING FEE THROUGH PAYMENT GATEWAY WITHOUT LATE FEE	17-10-2024 TO 31-10-2024
UPLOADING OF SPOT ADMISSIONS IN WEB PORTAL WITH LATE FEE OF Rs.2000/- PER DAY	01-11-2024 TO 02-11-2024
PAYMENT OF PROCESSING FEE THROUGH PAYMENT GATEWAY WITH LATE FEE OF Rs.2000/- PER DAY	01-11-2024 TO 02-11-2024

- IX. **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.**
- X. 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.

**Sd/-
Competent Authority
APPGCET-2024 ADMISSIONS**