



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION

NRI Block(C-Block), SreeMahendra Enclave, I &II Floor, Tadepalli, Guntur-522501

INSTRUCTIONS FOR FILLING UP CATEGORY-B SEATS UNDER MANAGEMENT QUOTA 25% IN PRIVATE UNAIDED B.Ed COLLEGES FOR THE ACADEMIC YEAR 2019-20

1. **In terms of relevant G.O.s governing** and amendments issued from time to time, the schedule to fill up Category-B Management quota (SW.I, SW.II and SW.III) of 25% quota seats is as detailed hereunder for the academic year 2019-20.

Date of issue of notification	On or after 12.11.2019
Date of receiving applications	From 12.11.2019
Date of publishing of first list of selected candidates	16.11.2019
Date of selection of candidates for remaining vacancies	19.11.2019
Date of uploading the details of selected candidates on APSCHE web portal (with out late fee)	21.11.2019
submission of supporting documents (with out late fee)	25.11.2019
Date of uploading the details of selected candidates on APSCHE web portal (with cumulative late fee of Rs.2,000/- per day)	11.12.2019
submission of supporting documents (with cumulative late fee of Rs.2,000/- per day)	16.12.2019

- (i) Managements shall notify the 25% under Category-B (25% Management quota) as laid down in G.Os concerned.
 - (ii) Managements who are accorded approval by NCTE and possess university affiliation and included in the SW-1 are only eligible to fill category-B seats.
 - (iii) Managements shall complete total admission process (issue of notification, receipt of applications, finalisation of first list, reporting of students, finalisation of second lists, and reporting of students etc.), under Category-B quota seats as per the schedule given above.
 - (iv) The filling up of seats shall be in accordance with the rules prescribed under AP Presidential Order 1974.
 - (v) The Managements shall close all admissions in compliance of the Judgement of Hon'ble Supreme Court of India.
2. The eligibility criteria is a pass in (10+2) and graduate, a rank in EDCET-2019 or 45% of marks in aggregate at graduate level (for OC & BC) and 40% of marks under (SC,ST).
 3. The Institutions shall follow the procedure mentioned below to conduct the admissions:
 - (i) The Institution shall facilitate a web portal for filling up "Category B" seats.

- (ii) The management of the Colleges shall notify the details of courses offered with intake, schedule of admissions (date wise), and registration fee for the application, minority or non minority status in leading news dailies, either in English or Telugu.
- (iii) The web portal shall provide the students, the facility for making online applications for Category 'B' seats. A printable/recordable electronic acknowledgement shall be provided to the student on successful uploading of his online application. This will dispense with the need for the student to physically visit each and every college besides ushering in transparency.
- (vi) The students shall also be provided an option to submit their applications, in person, at the college of their choice.
- (vii) The management of the college has the option to call the selected candidates to appear in person for interview to substantiate their credibility and financial capacity to its satisfaction. In the event of the management finding that any of the selected candidates is not suitable for admission, the management shall be at liberty to reject the candidature of such candidates and the reasons should be communicated to the Competent Authority.
- (viii) All admissions to the category 'B' seats shall be completed in compliance of the judgement of Hon'ble Supreme Court of India.
- (ix) The web portal shall be opened for all students desirous of seeking admission to Category 'B' seats in Private Un-Aided Professional colleges in the State. Candidates can apply to colleges of their choice by visiting the portal only during the dates notified by the Competent Authority.
- (x) A candidate can select any of the college/colleges and apply online for seeking admission to Category 'B' seats of college/colleges after paying the requisite registration fees as notified by the college.
- (xi) The candidate can also give his order of preference for admission to a college by giving the order of preference from among the courses offered by the college in the online application form. Only one form needs to be filled for a college regardless of the number of options.
- (xii) A candidate can apply for more than one college by visiting the respective website of colleges and apply online after paying the registration fees specified for each college,
- (xi) No new application shall be accepted after the closing date of admissions to the college.
- (xiii) The Management of the college shall administer the selection process as per the admission procedure specified. Each college shall download the data of the applications received and pertaining to it, after the closing date as notified by the Competent Authority.
- (xiv) The selection of candidates shall be done by the college managements themselves, as per the merit of the candidates.
- (xv) The selection list, after selection process is completed by the management of respective colleges as per the prescribed norms, shall be uploaded by the managements on the website of the institution.

- (xvi) In case of unfilled seats if any, the concerned colleges shall admit candidates from out of the left over vacancies in order of merit from the merit list (second selection list).
 - (xvii) After completion of the admission process, the college managements shall upload in the web portal provided by the Competent Authority and forward the list of admitted candidates and also for ratification by the Competent Authority as per the prescribed schedule.
 - (xviii) The Institution shall furnish information in accordance with the instructions issued for submission of admission lists by the Competent Authority.
 - (xix) The Competent Authority will verify the list of the selected candidates and validate the same with reference to the G.Os and the procedure prescribed by the Competent Authority.
 - (xx) The Competent Authority shall approve the validated list, if found tallying by cross validation process or reject the lists, if found to be at variance to the rules and procedures prescribed and communicate the same to the concerned colleges for compliance.
 - (xxi) Applications of candidates not fulfilling the required conditions during the validation of the list by the Competent Authority will summarily be rejected.
 - (xxii) The Competent Authority shall open a helpline to assist the candidates and college managements to sort out their grievances and provide technical support if needed.
 - (xxiii) The Management shall collect the Tuition fee as prescribed by the Government for category 'B' seats and any excess fee collected will amount to capitation fee and Managements are liable for action under A.P. Educational Institutions (Regulation of Admissions and Prohibition of Capitation fee) Act, 1983.
 - (xxiv) Any complaint/appeal against the selection shall be made to the Competent Authority.
 - (xxv) The managements shall comply with the above instructions and failure in implementing the same shall entail action as per the relevant Acts and Rules in force.
9. The Institution shall undertake the responsibility on the irregularities noticed by the Competent Authority.

10. Detailed user guide for uploading into portal for the admissions conducted will be made available in due course.

The Competent Authority shall have the authority to impose fine or to initiate action or both for violation of Instructions as per the G.O's in vogue.

**Sd/-
CHAIRMAN,
COMPETENT AUTHORITY**

To

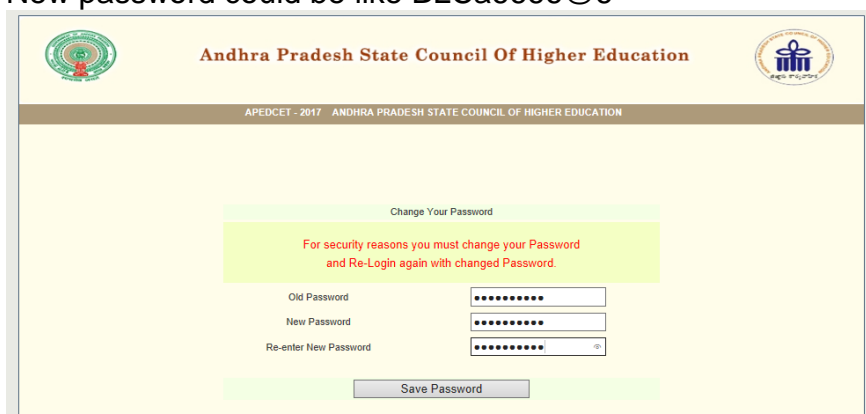
The Principals / Managements of B.Ed colleges in the State

1. Select type of user i.e COLLEGE, Enter your USER_ID, [INST_COUNSELING CODE followed by EDCET followed by 666] in <https://apcatbspot.nic.in>

INST CODE	USER_ ID	PASSWORD (by default) which is to be reset after first login
BLCA	BLCAEDCET666	BLCAEDCET666

2. Enter Password, [password is initially same as user id which is to be reset after first login].
Enter college counseling code.
Enter CAPCHA code displayed and click on Sign In.
3. Change the initially set password after first login. The new password shall be of length same as user ID with a combination of lower case and upper case alphabets containing at least one numeric and special character.

For example user ID is BLCAEDCET666
Old password is BLCAEDCET666
New password could be like BLCa6666@6



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Change Your Password

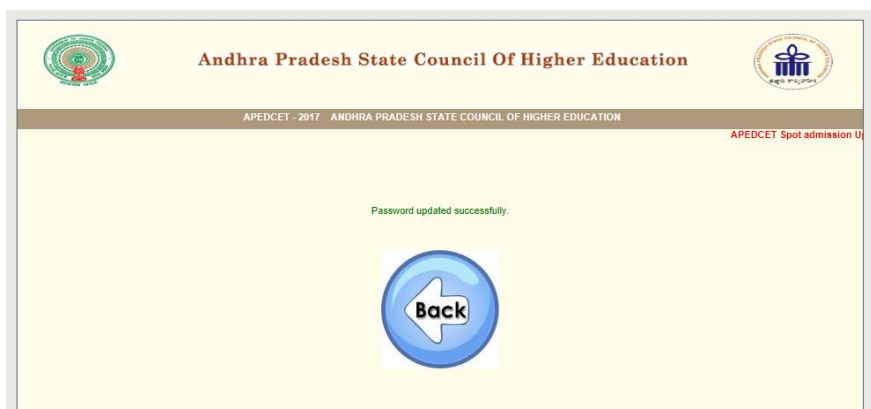
For security reasons you must change your Password and Re-Login again with changed Password.

Old Password

New Password

Re-enter New Password

Save Password



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APEDCET Spot admission U

Password updated successfully.

Back

4. After successful change of the password, Login again with the original user_ID and new password set by yourself.