



**ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION  
HYDERABAD**

**GUIDELINES FOR FILLING UP  
CATEGORY-B SEATS UNDER MANAGEMENT QUOTA IN PRIVATE UN AIDED  
ENGINEERING AND PHARMACY COLLEGES FOR THE ACADEMIC YEAR 2015-16**

(Ref : Govt. Lr.No. 6888/EC.A2/2015-1 Dated 16.07.2015)

1. According to Apex Court Judgement in CA No. 9048 of 2012, *the admission to academic courses should start, as proposed, by 1<sup>st</sup> August of the relevant year. The seats remaining vacant should again be duly notified and advertised. All seats should be filled positively by 15<sup>th</sup> August after which there shall be no admission, whatever be the reason or ground*".
2. In compliance of the judgement, the schedule to fill up Category-B Management quota seats under SW-I is detailed hereunder for the academic year 2015-16.

Sl. No.	Activity	Schedule
		Last date
1	Issue of Notification in State edition of news dailies and placing the Notification along with the format and other details like fee to be paid etc. in the website of the Institution, inviting applications from students for admission into Cat.B Management quota seats.	25.07.2015
2	Receipt of applications both on line and off line from the students.	31.07.2015
3	Finalisation of first selection list and display of the same in the notice board and web site of the Institution.	03.08.2015
4	Reporting of students into Cat-B management quota seats.	06.08.2015
5	Finalisation of second selection list and display of the same in the notice board and web site of the Institution.	10.08.2015
6	Reporting of second list of students into Cat-B management quota seats.	12.08.2015

3. The institutions that are approved by All India Council for Technical Education and permitted to fill NRI seats not exceeding 15% of the sanctioned intake in each course for the academic year shall admit NRI candidates (sons and daughters of NRIs) who have passed the qualifying examination with not less than 50% marks in the prescribed group subjects or 50% aggregate marks in the qualifying examination or Cumulative Grade Point Average (CGPA) equivalent to 5 on a scale of 10.
4. The remaining seats shall be filled on merit basis with candidates including from other States and Union territories who have secured rank at JEE and secured not less than 45% of marks in the prescribed group subjects in the qualifying examination.
5. The seats remaining unfilled from (ii) and (iii) above shall be filled with eligible candidates, who have qualified in the EAMCET examination on merit basis following eligibility criteria laid in rule (4).

6. Thereafter, if any seats still remain unfilled, such seats may be filled on merit basis with candidates securing not less than 45% (40% in case of candidates belonging to reserved categories) of marks in the prescribed group subjects taken together / aggregate marks in the qualifying examination, as prescribed.
7. 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), registration fee for the application, minority or nonminority 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.
  - (iv) The students shall also be provided an option to submit their applications, in person, at the college of their choice.
  - (v) 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.
  - (vi) All admissions to the category 'B' seats shall be completed during the suggested time period.
  - (vii) On the dates notified by the Competent Authority, 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.
  - (viii) 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.
  - (ix) 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.
  - (x) 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.
- (xii) 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.
- (xiii) The Institution shall generate the merit list which will be in order of NRI quota (if available), JEE rankers, EAMCET rankers & qualifying examination in order of merit as prescribed in these guidelines.
- (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 forward the list of admitted candidates for approval by the Competent Authority as per the prescribed schedule.
- (xviii) The Institution shall furnish information in the format and procedure prescribed for ratification of admissions 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.

Sd/-

**CHAIRMAN,  
COMPETENT AUTHORITY**

// BY ORDER//



**SECRETARY I/c**

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