

FREQUENTLY ASKED QUESTIONS:

ELIGIBILITY:

1. Who are eligible for Admissions?

Ans: Candidates who have passed 2 years Intermediate course or its equivalent and studied preceding of 7 years of qualifying examination i.e. Intermediate (from II year Inter down to VI Class) from state of Andhra Pradesh are eligible.

2. Who are not eligible for Admissions?

Ans: Candidates who have not studied in Andhra Pradesh and who do not belong to State of Andhra Pradesh and whose parents do not belong to Andhra Pradesh and not working in Govt/Quasi Government Organizations (Central or State) are not eligible. However, candidates studied completely outside the state of Andhra Pradesh but whose parents are Natives of A.P. and resided for a period of 10 years in Andhra Pradesh excluding their period of employment outside A.P are eligible.

3. I have not received my final 10+2 results. Am I eligible for Certificate Verification?

Ans: Candidate who have passed 10+2 on the day of Certificate verification are only eligible.

4. I am appearing for Instant cum Supplementary Examinations. Am I eligible for Certificate Verification?

Ans: No, One should produce proof of passing the qualifying examination.

5. Marks memorandum not received. Am I eligible?

Ans: A Proof of passing the qualifying examination is a must, if memorandum of marks is not available the tie cannot be resolved.

6. Will an acknowledgement be issued for having received the Original Certificates?

Ans: Yes. Insist for Receipt of Certificates if not issued.

7. My Category has been wrongly printed in Bio-data. I too did not notice it and report to the Verification Officer at the time of Certificate Verification. Can I change it now?

Ans: No, it is the responsibility of the candidate to verify for the correctness of the data immediately after Verification of Certificates.

8. Are MPC Candidates eligible for Pharma-D and BPharmacy?

Ans: Yes, MPC Candidates are eligible for Pharma-D and BPharmacy. 50 % of Seats are reserved for MPC Candidates in Pharma-D and BPharmacy.

9. Is it possible to change Caste/Region/Sex/Minority Status/Special category Status etc during Certificate Verification when not mentioned correctly at the time of filing the application for CET Examination?

Ans: Yes, Submit the relevant documents at the time of Verification of Certificates to incorporate the changes in Biodata.

10. How do I know the correct status of my Certificate Verification?

- Ans: i) Before leaving the Certificate Verification counter in HLC, please checkup the Receipt of Certificates given to you and verify whether all the details are printed correctly or not. If any mistakes are there, ask the Chief Verification Officer for their correction immediately and ask for revised receipt of Certificates duly signed by him.
- ii) You can also check the verification status in website by clicking on "show my Bio-data".
11. Is it possible to correct/change my name during Certificate Verification?
Ans: No, Approach Convenor, CET Examination for the change to be affected.
12. How can I get Institute profile?
Ans: In Website, by clicking on "Institute profile".
13. Is It compulsory for all special category candidates (NCC/CAP/PH/Sports & Games) to attend the Certificate Verification at HLC, Government Polytechnic,Vijayawad only.
Ans: Yes, All the special category candidates should attend for Certificates Verification at Vijayawada HLC (i.e) Government Polytechnic,Vijayawada only. If you fail to do so, you will loose the chance of getting a seat under Special reservation category.
14. I am seriously ill and not in a position to attend for Certificate verification. What I have to do then?
Ans: A person authorized by you along with your original certificates and a Medical certificate from the doctor treating you can attend for Certificate Verification. However, for NCC/SP/PH/CAP categories one should attend personally, otherwise you loose chance of getting the seat.
15. I lost all my Original Certificates during travelling. I have Xerox copies only with me, can I attend for Certificate Verification?
Ans: Yes, reasonable time will be given to you to produce original certificates to the Convenor for verification only.

CASTE CERTIFICATES:

16. I have not received my Caste Certificate. Am I eligible under Caste Category?

Ans: Any proof of Caste will be considered by obtaining undertaking from the candidate and candidate has to produce a Caste Certificate issued by the competent authority within the stipulated time to the Convenor for its Verification.

17. In application my Caste category is wrongly printed. Can I correct it at the time of Verification of Caste?

Ans: Yes, the correction will be made.

18. Actually, I have to produce Caste Certificate issued by RDO/Dy. Collector. But I am having a Certificate issued by Tahsildar? What I have to do?

Ans: The Certificate issued by M.R.o. will be entertained temporarily. However, you have to produce The Caste Certificate issued by the RDO/Dy.Collector within the date stipulated by the authorities.

19. I am an Anglo-Indian Candidate. From whom I have to produce Community Certificate in support of my claim?

Ans: You have to produce a certificate issued by RDO/Asst. Collector of your place of residence in support of your claim.

20. Please list out the Original Certificates to be produced by me for Verification in the H.L.C.?

Ans: SSC Memo, Intermediate Memo, Hall Ticket and Rank Card of EAMCET, Income and Caste Certificates if applicable and also PH/NCC/CAP/Minority/Sports Certificates (if applicable).

21. I attended Certificate Verification at a particular HLC, but I could not submit Caste/income certificate etc., at that time. Can I submit the same the very next day?

Ans: Yes, You can do so.

22. Can I attend for "ST Category" Certificate Verification at any Help Line Centre?

Ans: No, You have to attend for "ST" Category Certificate Verification at the Designated Help Line Centre only and as mentioned in the Notification.

Special Category:

23. What is the minimum percentage of disability to consider one under PH Category?
Ans: 40 % and above as prescribed by the Disability Act of Union Govt. of India.
24. I have a Certificate issued by a Local Doctor. Will I be considered under PH Category?
Ans: No. A certificate issued by the Dist. Medical Board Constituted by the Government indicating the Percentage of disability will only be considered.
25. I am totally blind/ deaf. Am I eligible for admission?
Ans: Candidates who are totally Blind/Deaf suffering from muscular dystrophy and renal diseases are not eligible for professional courses.
26. I belong to BC Category. Will there be any reservation of seat under PH Category?
Ans: The seats earmarked under PH,CAP,NCC & Sports category will be distributed among OC,BC,SC,ST (Horizontal reservation) as per the percentages prescribed.
27. I lost my both Lower Limbs, am I eligible for admission into Engineering Courses.
Ans: Yes, But not for Mining course.
28. I have participated in District Level Foot Ball Tournament. Am I eligible under Sports and Games Quota?
Ans: The priorities under Sports & Games quota will be fixed by SAAP authorities after verifying the relevant Certificates.
29. Who are eligible under Sport Quota?
Ans: A candidate whose certificate is listed under the Priorities mentioned in the G.O. is eligible. However, the candidate should have obtained the said Sports Certificate within 3 years prior to passing the qualifying examination.
30. I am in Possession of NCC- 'C' Certificate. Am I eligible?
Ans: Yes, candidates with NCC -A, B, C certificates are eligible. However, while considering, 'C' Certificate holders will be given priority over B and 'A' and B Certificate Holders over 'A' Certificate holders.
31. My father is an Ex-Serviceman/served in Jammu Kashmir but I have Completely Studied in Hyderabad. Am I eligible under CAP Category?
Ans: No, Candidates whose parents are domicile of Andhra Pradesh serving in Army or Ex-Servicemen are only eligible under CAP Category. You will be considered only under Regular category as per rules in vogue.
32. Is Caste reservation is followed under CAP Category also?
Ans: Yes, Not only for CAP category but also for PH, Sports & NCC Categories.

LOCAL AREA:

33. I have studied from VI to X in A.P., but not intermediate. Will I be given time to produce Inter Study Certificate later?
Ans: Yes, if the Intermediate certificate is from Outside Andhra Pradesh, you will be treated as a Non Local candidate to A.P.
34. I belong to Guntur District. Where I have to attend for Certificate Verification?
Ans: You can attend nearest help line centre (HLC) for your certificates verification. Please see the list of Help Line centres and attend a place convenient to you.
35. Please explain me what is meant by Local Area?
Ans: Candidate studied in Rayalaseema districts including Nellore from 9th to Intermediate belongs to SVU Local area, studied in Telangana Districts belongs to OU Local area and studied in Districts of Andhra region belongs to AU Local area.
36. I have studied my Intermediate in Hyderabad, 10th and 9th class in Visakhapatnam, 8th to 6th class in tirupati. To which local area I belong to?
Ans: in all such of cases candidate's study period from II year Inter down to VI (7 Years) will be taken into consider action and among 7 years Maximum years of study region will be considered for arriving at your Local Area, i.e. AU/OU/SVU as the cast may be.
37. I have studied intermediate (2 years), 10th class in Karimnagar. 9th to 7th class at tirupati and 6th class at vizianagaram. To which local area I belong to?
Ans: Based on the qualifying examination Inter and X Class, you belong to OU Local.

OPTION ENTRY:

38. What is an Option?
Ans: The selection of the "college and course" you wish to join and arrange them in the order of preference.
39. From where I can exercise options?
Ans: You can exercise options from an internet centre or from your home if you have Internet facility or from a Help Line centre (HLC).
40. How many options I can exercise?
Ans: You can exercise any number of options you like, and there is no Minimum & Maximum limit. It is advised to give more number of options to avoid disappointment of not securing a seat.
41. Can I select all branches in a college?
Ans: Yes. You can select but arrange (write) them in order of priority.
42. Can I change my options?
Ans: You can change the options any number of times within the stipulated time allotted to you. You can also change the frozen options on the date specified by paying fee if any.
43. Which options will be considered for allotment of seats?
Ans: The Options entered by you in the final instance of the schedule will be considered for allotment.

ALLOTMENT OF SEATS:

44. My rank is 450, I did not get a seat in a particular college.
Ans: Please verify the admitted list of that particular college and note down the rank last allotted in that category to which you belong to.
45. I belong to BC-A Category and in the allotment order it is printed as BC-C.
Ans: As per rules, the leftover seats of a particular category will be diverted to next immediate category and finally to open category. For example: Leftover seats of BC-A will be diverted to BC-B and leftover seats of BC-A and BC-B will be diverted to BC-C and so on in the cyclic order. The allotment now you got is the leftover vacancy of BC-C category.
46. I am having NCC 'C' Certificate and my rank is 1100. I did not get a seat in a particular college but NCC candidate with a rank of 20000 got a seat in the same college.
Ans: In CAP, Sports and NCC, priorities will be followed. A candidate with higher priority will be preferred for allotment based on his certificate but not on the rank. Please compare the priorities of yours and the person to whom the seat has been allotted.
47. I am a Male candidate, and my rank is 100 belonging to OC category. But a female candidate with rank number 175 got a seat in the same category.
Ans: She has been allotted a seat under 33 ^{1/3} Women's quota.
48. My rank is 400 belonging to OC category. But a candidate with 475 rank was allotted a seat in the same college but I was not allotted.
Ans: Please verify the category, the special reservation category of the candidate to whom you are referring.
49. My rank is 10000, I did not get seat in a particular college where as the candidate with 11000 rank has secured a seat in the said college.
Ans: Verify the Local Area and the category of the candidate to whom you are referring with your category and Local Area.

TUITION FEE:

50. What is the Income limit for granting fee exemption?
Ans: The Annual Income of the parents from all sources should not exceed more than 1 lakh Rupees for OC/BC and 2 lakh for SC/ST.
51. I have no Father, but my mother is alive. Can I get certificate of Income on my Mothers name for fee exemption?
Ans: Yes. In addition to Mother's income certificate, you have to produce Death Certificate of your revered Father issued by M.R.O as Proof.
52. I have no parents, I am staying in an Orphanage. From whom I have to produce Income Certificate?
Ans: A Self declaration by the candidate stating that the parents are not alive and proof of staying in Orphanage is sufficient to claim exemption.
53. I am staying with my mother, my father is alive but his whereabouts are not

known. What I have to do for claiming fee exemption?

Ans: You have to produce Income certificate of your mother issued by Tahsildhar and also an affidavit signed by Magistrate stating that candidates father has deserted his/her mother long back and his whereabouts are not known .

54. I am residing at a place in Krishna district. But I have an income certificate issued by tahsildar of Anantapur district.

Ans: No, you have to produce the Income Certificate issued by Tahsildar of your place of residence only.

55. I do not have income certificate right now, my parents annual income is below 1 lakh Rupees. Shall I be granted fee exemption?

Ans: No, in the absence of relevant Income certificate, candidate has to pay full fee prescribed and claim exemption after producing income certificate either in the college or to the admission authority. .

56. Shall I submit ration card as income certificate for fee reimbursement?

Ans:Yes ,you can submit white ration card as income proof.

PROCESSING FEE ONLINE PAYMENT

57.I have not paid processing fee online. Can I attend counseling?

Ans: No, you have to pay online before attending certificate verification at HLC

58. What can I do if transaction is not success, but amount is debited.

Ans: Amount will be credited back into your account within a bank stipulated time, but you have to pay online processing again.

59.Shall I pay cash at HLC?

Ans: No, you have to pay online only.

60.What are the different modes of online payment?

Ans: Through credit card or debit card or net banking