

**SPOT ADMISSIONS**  
**A.P. ARCHITECTURE ADMISSIONS-2021**

Dt:14-12-2021

To  
The Principals of  
All Private Architecture Colleges in AP

Dear Sir/ Madam,

Sub: A.P. Architecture Admissions–2021– Communication of guidelines to fill leftover vacancies under convener quota during Institutional Spot Admissions– Reg.

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The Principals of the Private Architecture colleges in the state are informed that final seat allotments were released on 12.12.2021 and the students were instructed to report by 15.12.2021 before 4PM.

You are requested to send a total vacancy available under convener's Quota after Phase-II Candidates Reporting Time in the below format (See **ANNEXURE-I**) enclosed with this letter duly signed by Principal to the office of the convener (Advanced Scanned Copy can be sent through E-Mail) by 5PM on 16-12-2021 and hard copy to reach The Convenor office on or before 20-12-2021.

The Principals are requested to note the vacancies and issue a notification for the left over convener quota vacancies, in any one of the leading newspaper of that region for conducting spot admissions.

Please comply the following scrupulously:

**A. Issue a Notification in a Daily Newspaper** indicating the Venue, date and time of Spot Admissions.

**B. Eligibility Criteria:**

- 1) Candidates **who have not taken admission so far are only eligible**. Principals shall ensure whether the candidate is on rolls of other college before granting spot admission. Candidates shall not be allowed for spot admission **without Original Certificates**.
- 2) No candidate shall be admitted to B.Arch course unless she/he has passed an examination at the end of the 10+2 scheme of examination with Physics, Chemistry & Mathematics subjects or passed 10+3 Diploma Examination with Mathematics as compulsory subject as the case may be.
- 3) **All candidates need to qualify an Aptitude Test (NATA) conducted by the Council of Architecture for admission to B.Arch. course. Therefore, all candidates who have passed in any other aptitude test in Architecture conducted by other authorities shall also be required to qualify NATA 2021 in order to be eligible for admission to the B.Arch. course.**
- 4) The candidate should have qualified at National Aptitude Test in Architecture (NATA 2021) and should also have secured State Architecture Rank (SAR) 2021. All candidates who come with a passing valid score of NATA-2021, at the time of "Certificate Verification" will alone be considered for seat allocation under the convener Quota of seats.

- 5) Candidates who have secured State Architecture Rank (SAR) 2021 should be considered First.
- 6) If seats are still vacant, candidates without State Architecture Rank (SAR) 2021 and have eligibility criteria as prescribed above (2 and 3) shall be considered based on merit.
- 7) Candidates who satisfy the definition of Local/ Non-Local shall alone be granted admission.
- 8) Candidates whose qualifying examination is from other state but either of the parents has resided for a period of 10 years in A.P. /Telangana are eligible for Spot Admissions.
- 9) Candidates possessing Diploma Certificates other than those issued by the State Board of Technical Education, Andhra Pradesh shall be asked to get the Equivalency certificate from SBTET, AP before granting admission.
- 10) Please Note that for 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.**

**C. Original Certificates to be Verified and collected:**

- a) NATA Hall Ticket 2021
- b) NATA Score Card 2021
- c) Memorandum of Marks of SSC or Equivalent
- d) Memorandum of Marks Statement of Inter or Equivalent
- e) Provisional (Intermediate/Diploma) Certificate.
- f) Study/ Residence Certificate from VI to Inter / 10+2 / Diploma to prove as LocalCandidate of Particular area of AP/TS/Non Local
- g) Transfer Certificate
- h) Caste Certificate (If Applicable)

**TWO** set of self-attested photocopies of the above documents to be collected from each candidate who attended for spot admissions

**D.** Principals are requested to collect from each candidate admitted through spot admissions the following Registration fee and processing fee.

- a) Candidate Possessing State Architecture Rank 2021 **(OC):** Rs 1500/-
- b) Candidate Possessing State Architecture Rank 2021 **(BC):** Rs 1300/-
- c) Candidate Possessing State Architecture Rank 2021 **(SC/ST):** Rs 800/-
- d) Candidates who do not Possess AP SAR 2021 and only valid NATA-2021 Score **(OC):** Rs.3000/- (Registration Fee -1500/- & Processing Fee -1500/-)
- e) Candidates who do not Possess AP SAR 2021 and only valid NATA-2021 Score **(BC):** Rs.2800/- (Registration Fee -1300/- & Processing Fee -1500/-)
- f) Candidates who do not Possess AP SAR 2021 and only valid NATA-2021 Score **(SC/ST):** Rs.2300/- (Registration Fee -800/- & Processing Fee -1500/-)

**The Registration fee and Processing fee collected from the candidates for spot admissions are to be submitted in a Single Demand Draft drawn in favour of the SECRETARY, APSCH Payable at Guntur from any Nationalized Bank.**

The following are the dates to be followed by the Principals in connection with the spot admissions.

**Schedule for Institution Spot Admissions**

S.No.	ACTIVITY	DATE
1	Date of issue of advertisement for spot admissions by the AP Private Architecture Colleges in regional newspapers	16 <sup>th</sup> to 19 <sup>th</sup> Dec 2021
2	Date of Spot Admission	20 <sup>th</sup> to 24 <sup>th</sup> Dec 2021
3	Submission of Spot Admission lists along with processing fee DD's and enclosures at convener's office for ratification	27 <sup>th</sup> Dec 2021 From 10AM TO 4PM

**E. Ratification of Spot Admission**

Submission of list of candidates admitted during Spot Admission along with processing fee DD's and enclosures at Convener's office, Department of Civil Engineering, College of Engineering(A), Andhra University for Ratification **on 27<sup>th</sup> Dec 2021 from 10:00 AM TO 4:00PM**

**The Vacancies are to be filled as per the merit order and as per the concerned category, local area, Gender, and as per rules of conversion (as shown in ANNEXURE – III)**

- 1) The List of Candidates admitted during the spot admissions along with a set of Xerox copies of all certificates mentioned above in (item C) should be handed over in the under given format (**See ANNEXURE-II**) at Convener's Office. **Candidates Original Certificates will be verified for ratification at the convener office on 27<sup>th</sup> Dec 2021.**
- 2) Further the candidates admitted during institutional spot admissions are to be informed that their spot admissions are subject to ratification by the Convener, Architecture admissions-2021. This is to be made clear to every candidate on the day of conducting the spot admission in the college. **During ratification if any candidate found ineligible his/her admission will be not be processed.**
- 3) The details of the Spot admissions made are to be neatly typed in the proforma enclosed (**See ANNEXURE-II**) and sent to the Convener through special messenger along with ALL ORIGINAL CERTIFICATES, ONE SET OF PHOTOCOPIES listed in (item C) of the candidates and copy of NEWSPAPER ADVERTISEMENT for ratification by the Convener on indicated date (i.e.) on 27<sup>th</sup> Dec 2021 from 10:00 AM TO 4:00PM.
- 4) Further, the Principal is requested to follow the above guidelines scrupulously and in case of any doubt they are requested to contact Convener on phone (99852 92119)

Sd/-  
**COMPETENT AUTHORITY**

**ON COLLEGE LETTER HEAD**

**ANNEXURE –I  
SPOT ADMISSIONS – AP. ARCHITECTURE – 2021**

**VACANCIES AVAILABLE UNDER CONVENER’S QUOTA FOR SPOT ADMISSIONS**

NAME OF THE COLLEGE & COLLEGE CODE:

1	NUMBER OF CANDIDATES NOT REPORTED FROM ALLOTTED LIST Phase -1 AND 2	
2	NUMBER OF CANDIDATES REPORTED BUT CANCELLED AFTER PHASE-II	
3	TOTAL VACANCIES AVAILABLE UNDER CONVENER’S QUOTA	

DETAILS OF NOT REPORTED/ CANCELLATIONS DONE AT COLLEGE:

S.No.	SAR (RANK)	APPLICATION REG. ID	NAME OF THE CANDIDATE	UNDER ALLOTTED CATEGORY	Phase
1	357	APARC1900000	XXXX	REG_LOC_ST_GEN	

DATE:

PLACE:

PRINCIPAL NAME &  
SIGNATURE WITH STAMP

**ON COLLEGE LETTER HEAD**

**ANNEXURE –II  
SPOT ADMISSIONS – AP. ARCHITECTURE – 2021**

**LIST OF FRESH ADMISSIONS MADE UNDER CONVENER’S QUOTA**

**NAME OF THE COLLEGE & COLLEGE CODE:**

**NO. OF CANDIDATES ADMITTED UNDER SPOT ADMISSIONS:**

S.No	NAME OF THE CANDIDATE	GENDER	NATA 2021 Application No.	NATA SCORE 2021	AP SAR (RANK) (IF APPLICABLE)	INTER/ 10+2/ DIPLOMA DETAILS	% OF MARKS Secured in Group Subjects (MPC)	% OF MARKS (INTERMEDIATE/ 10+2/ DIPLOMA)	RESERVATION CATEGORY	ALLOTTED UNDER CATEGORY
1	xxxxx	FEMALE	NATA-70018XXX	103	357	INTER	347/600 =57.83%	661/1000= 66.10%	BC_D	REG_LOC_ BC_D_FEM

LIST OF CANDIDATES ATTENDED FOR SPOT ADMISSIONS SHALL BE FURNISHED SEPARATELY WITH ABOVE FORMAT

**DATE:**

**PRINCIPAL NAME &  
SIGNATURE WITH STAMP**

## A . P - A R C H I T E C T U R E A D M I S S I O N S - 2 0 2 1

### GUIDELINES TO FILL THE VACANT SEATS DURING INSTITUTIONAL SPOT ADMISSIONS

#### ANNEXURE-III

In any category (OC/BC/SC/ST/NCC/SP/CAP) seats, which are earmarked for women candidates, are to be offered first to women candidates only. If women candidates are not available in that category then the seats are to be offered to male candidates. The women candidates are also eligible to opt for male seats (General seats) in the combined rank order in any category (OC/BC/SC/ST/NCC/SP/CAP) when their own 1/3 quota of seats are completely filled.

If candidates (male/women) are not available in one reservation category, the seats are to be offered to the next reservation category as mentioned below.

Example: 1. BC-A (Girl) → BC-A (Boy) → BC-B (Girl) → BCB (Boy) →  
BC-C (Girl) → BC-C (Boy) → BC-D (Girl) → BC-D(Boy) →  
OC (Girl) → OC (Boy)

Example: 2. BC-A (Boy) → BC-A (Girl) → BC-B (Boy) → BC-B (Girl) →  
BC-C (Boy) → BC-C (Girl) → BC-D (Boyl) → BC-D (Girl) →  
BC-E (Boy) → BC-E(Girl) → OC (Boy) → OC (Girl)

(The cycle is to be completed for each category before diverting the seats to “Open Competition” (OC) in each region (Local area). Diversion of “BC” category seats from one region to other regions due to non-availability of candidates in that region is not permitted.)

Example: 3. SC (Girl) → SC (Boy)

The cycle is to be completed before allotting the “SC” category seats to the “SC” candidates of the other two local areas in combined rank order if candidates are not available in that local area.

Example: 4. ST (Girl) → ST (Boy)

1. If “ST” candidates are not available in one local area, the seats are to be allotted to “ST” candidates of the other two local areas in the combined rank.

2. If “ST” candidates are not available in any local area then the “ST” seats of each local area are to be allotted to “SC” candidates of the same local area in the combined rank order.

3. If “SC” candidates are not available in one local area the seats are to be offered to “SC” candidates of the other two areas in the combined rank.
4. If “SC” candidates are not available in any local area then the seats are to be offered to “ST” candidates of the same local area in the order of merit.
5. If “ST” and “SC” candidates are not available in any local area then the seats are to be diverted to “OC” (Open Competition) of the concerned Local area and filled.

In case of special (PH, NCC, SG, CAP) reservation seats, first the seats are to be offered to the candidates (male/female) as per the category of seats earmarked. If candidates are not available in one particular “PH” category the seats are to be allotted to the other “PH” category in the following order.

Visual      —————>      Hearing Impaired      —————>      Orthopaedic

The cycle is to be completed before diverting them to the general reservation category candidates (Male/Female).

Example: 1. OC (Boy) PHV —> PHHI —> PHO —> PHV —> PHHI —> OC (Boy)  
 Example: 2. OC (Girl) PHV —> PHHI —> PHO —> PHV —> PHHI —> OC (Girl)  
 Example: 3. BC-B (Boy) PHV —> PHHI —> PHO —> PHV —> PHHI —> BC-B (Boy)  
 Example: 4. BC-B (Girl) PHV —> PHHI —> PHO —> PHV —> PHHI —> BC-B (Girl)

The above procedure is to be followed for “PH” seats in all reservation categories (OC; BC-A/B/C/D; SC; ST). Diversion of the special category seats from one category to other category and one local area to other local areas due to non-availability of candidates is not allowed. Candidates with more than 40% disability are only eligible for allotment of seat under “PH” category. The “PH” certificate is to be issued by the District Medical Board Constituted by the Government of Andhra Pradesh/Telangana state as the case may be.

In case of non availability of candidates in the concerned category, the seat is to be diverted its main category,

**Example:** unfilled BCB-Girl-CAP is to be diverted to BCB-Girl.

When general reservation (BC/SC/ST) and special reservation category (NCC/SP/CAP) seats are diverted to open competition (OC) due to non availability of candidates in a particular local area and there are no takers for these seats (OC seats) in that local area then only these “OC” seats (General reservation/special reservation seats diverted to “OC”) are to be filled by the candidates of the other two local areas in the combined merit order treating them as UNR (UNRESERVED) “OC” Seats.

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