
**ANDHRA PRADESH REGULATION OF ADMISSION OF
CANDIDATES INTO POLYTECHNICS AND STATE-WIDE
INSTITUTION RULES, 1988**

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**ANDHRA PRADESH REGULATION OF ADMISSION OF
CANDIDATES INTO POLYTECHNICS AND STATE-WIDE
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In exercise of the powers conferred by sub-section (1) of Section 15 read with Section 3 of the Andhra Pradesh Educational Institutions (Regulation of Admissions and Prohibition of Capitation Fee) Act, 1983 (Andhra Pradesh Act 5 of 1983) and in supersession of the Andhra Pradesh Regulation of Admissions of students into

Polytechnics and State Wide Technical Institution Rules, 1985 issued in G.O.Ms.No.215, Labour, Employment, Nutrition and Technical Education Department, Dt. the 23rd May, 1985, published in Part I of the Andhra Pradesh Gazette, issue No.14, Dt. the 18th July, 1985, the Governor of Andhra Pradesh hereby makes the following Rules relating to admission of candidates into Polytechnics and State wide Technical Institutions in the State.

1. Short title, application and commencement :-

(1) These rules may be called the Andhra Pradesh Regulation of Admission of Candidates into Polytechnics and State-wide Institution Rules. 1988.

(2) The shall apply to polytechnics, Institutions including State-wide Institutions and Institutions under Private Managements offering diploma courses in Engineering and Non- Engineering disciplines.

(3) They shall come into force from the academic year 1988-89

2. Common Entrance Examination for Admission into Polytechnic (CEEP) :-

(1) There shall be a Committee, hereinafter called "the Common Entrance Examination for Admission into Polytechnic Committee" constituted for the purpose of laying guidelines for conducting Entrance Test.

(2) The Committee shall consist of the following members:

(a) Director of Technical Education.-Chairman

(b) Secretary. State Board of Technical Education and Member Training, Andhra Pradesh, Hyderabad, Convenor

(c) A representative of Government not below the rank of Deputy Secretary from Labour, Employment, Technical Education Department.-Member

(d) Regional Joint director of Technical Education-Member

(e) Two officers not below the rank of Joint Director of Technical Education.-Members

(f) Three Principals as nominated by the Director of Technical Education-Members

(3) Admissions shall be made on the basis of merit in the entrance Examination.

(4) The Committee shall prescribe Entrance Examination as decided by the Government for various courses from time to time.

(5) The Entrance Examinations shall be conducted by the State Board of Technical Education and Training, Andhra Pradesh, Hyderabad in such manner as may be prescribed by the Committee.

(6) The Committee shall be competent to prescribe such other guidelines, conditions as deemed necessary in addition to the merit at Entrance Examination for the purpose of admission.

3. Eligibility :-

No candidate shall be eligible to appear for the Entrance Test unless he/she satisfies the following conditions, namely:-

(a) The candidate shall be a citizen of India and shall either be a local or non-local candidate as defined in Andhra Pradesh Educational Institutions (Regulation of Admission) Order, 1974.

(b) The candidate shall either, have passed the Xth class examination or its equivalent examination thereto; or appeared for such examination or as may be decided by the Committee.

(c) The candidate should have secured 50% of marks in aggregate in such subjects as prescribed by the Examining authority for deciding the result or second class in the qualifying examination. However in the case of S.C's and S.Ts. the minimum marks shall be 35%.

(d) The candidates should not have completed the age of 20 years as on 1st July of that year of Common Entrance Examination for admission into Polytechnics provided that in the case of candidates belonging to schedule castes and scheduled Tribes, the candidates should not have completed the age of 25 years on the said date for the said examination.}

4. Standard of Entrance Examination :-

The Entrance Examination shall be of Xth class standard prescribed by the Andhra Pradesh Board of Secondary Examinations.

5. Procedure for applying for the Entrance Examination :-

(1) The candidates shall apply for the Entrance Examination to the

authority prescribed in the district in which he/she appears for qualifying examination.

(2) The candidates have to apply on a separate application form for the admission (after receiving the ranks in the Entrance Examination) (CEEP) to the Admission Officer of local University area and also other University areas of the State if interested (for 15% of unreserved seats).}

6. Functions of the Committee :-

The Committee shall perform the following functions namely:-

- (i) to decide about the mode of conducting the Entrance Examination for each course and to prescribe eligibility as given in condition (b) of Rule 3 and sub-rule (6) of Rule 2:
- (ii) to decide the date and centres of the Entrance Examination;
- (iii) to decide about the syllabus, content and the pattern of question paper/form of ranking in case of equal marks at the entrance examination:
- (iv) date of announcement of results;
- (v) norms of payment of remuneration for different items of work connected with the entrance examination:
- (vi) fees to be collected from the candidates:
- (vii) dates of admission;
- (viii) to prescribe aptitude test and its mode of conduct, and extent of marks to be considered along with marks obtained at Entrance Examination for admission, to any of the courses; and
- (ix) such other functions as may be entrusted to it by the Government from time to time.

7. Functions of the Chairman :-

The Chairman shall perform the following functions namely:-

- (i) to preside over the meetings of the Committee;
- (ii) to appoint paper setters and moderators for the Entrance Examination; and
- (iii) to decide upon the printing press or presses at which the papers are to be got printed.

8. Functions of Convenor :-

The Convenor shall perform the following functions namely:-

- (i) to take directions from the Chairman in discharging the duties in connection with the conduct of the Entrance Examination;
- (ii) to arrange for printing of application forms, instructions to candidates, hall-tickets and various other registers, proforma cards etc., and to supply them to the co-ordinators;
- (iii)regarding the Entrance Examination;
- (iv) to appoint the co-ordinators in consultation with the Chairman one for each district and observers for various Centres of Entrance Examination:
- (v) to supply question papers and payment of advance to the Co-ordinators/Chief Superintendents;
- (vi) to arrange coding and decoding of answer scripts:
- (vii) to appoint examiners for valuation of answer scripts in consultation with the Chairman;
- {(viii) to arrange for publication of results, preparation of state ranks, University area ranks and communicating the same to the Admission Officers and.}
- (ix) payment of remuneration for various items of work related to the Entrance Examination and maintenance of accounts.

9. Functions of Co-ordinators :-

The Co-ordinators appointed in each district by the Convenor shall take directions from the convenor to arrange for the -

- (i) sale of applications;
- (ii) receipt of duly filled in applications;
- (iii) scrutiny of applications;
- (iv) issue of hall tickets;
- (v) despatch of computer cards to the convenor duly verified;
- (vi) conducting of the Entrance Examination as per institutions:
- (vii) despatch of answer scripts to the convenor.

10. Funds of the Entrance Test Committee :-

The amount collected from the candidates appearing for Entrance Examination towards cost of application forms and Entrance Examination fee shall be credited to the Andhra Pradesh State Board of Technical Education and Training Fund. The Convenor is authorised to operate the account for incurring such expenditure as approved by the Board.

11. Requirements of passing and ranking at the Entrance Examination :-

(1) The minimum marks for declaring a candidate to have passed the Entrance Examination shall be thirty percent, provided that, in the case of candidates belonging to Scheduled Castes or the Scheduled Tribes the minimum marks for declaring him to have passed the Entrance Examination, shall be twenty five percent.

(2) The marks obtained at the Entrance Examination shall be considered for the purpose of assigning rank on the basis of which selection shall be made for admission into diploma courses.

(3) In case of equality of marks obtained by two or more candidates in the Entrance Examination the procedure to be adopted for assigning rank to the students shall be as decided by the Committee prior to the conduct of the Examination.

12. Exemption :-

(1) The requirement of residence in a local area as required under clause(a) of Rule 3 shall not be applicable to candidate seeking admission against the supernumerary seats reserved in the year of various diploma courses on the recommendation of Government of India.

(2) The candidates seeking admission against the seat reserved for Intermediate (Vocational Engineering) in the second year of diploma courses against certain percentage as prescribed by the Government shall not be required to appear for the Entrance Examination.

12A. Ranking :-

The ranks obtained by the candidate in the Entrance Examination in the respective University areas shall be displayed at the respective test centres.

13. Eligibility for admission :-

Mere appearance at the Entrance Examination for admission into

courses does not entitle a candidate to be considered for admission automatically into any Polytechnic/Institution unless he satisfies all the conditions of admission stipulated in these rules.

14. Method of admission :-

The candidates seeking admission into the diploma course:

(1) shall secure 50% of marks in aggregate in such subjects as prescribed by the examination authority for deciding the result or second class at the qualifying examination. The percentage of marks shall be reduced to 35% for 4 candidate 0 s be 2 longing 0 to S.C./S.T. 1 categorie 0 s ;

(2) shall pass the Entrance Examination and the aptitude test in case where it is prescribed; and

(3) the qualifying marks in the Entrance Examination for all candidates to pass the test is 30% of the aggregate marks in the three subjects, and is reduced to 25% in respect of candidates belonging to Scheduled Castes and Scheduled Tribes:

Provided that the candidates belonging to Scheduled Castes and Scheduled Tribes shall be considered for the purpose of ranking on the basis of their performance in the Entrance Examination without insisting on the 25% of marks. However, their admission shall be limited to the extent of the seats reserved for such Scheduled Castes and Scheduled Tribes respectively.

15. Admission of students to Polytechnic or Institutions :-

(1) The candidates shall be admitted into the diploma courses of Polytechnic/ Institution on the basis of rank secured at the Entrance Examination and such other additional criteria as may be prescribed by the Committee.

(2) The marks secured in the aptitude test shall also be considered in case of courses for which aptitude test is prescribed.

16. Competent authority for admission :-

The Director of Technical Education shall be the competent authority to issue notification for admission, for prescribing admission procedures, nominate admission staff to select candidates for all the courses in all the Polytechnics, Institutions in such manner as will be deemed fit.

16A. Procedure for admission into Polytechnics/Institutions

including Private Unaided Polytechnics/Institutions :-

(1)

(a) The Admission Officer will make advertisement calling for a single application in the prescribed form from the qualified candidates who have been assigned ranking in the CEEP, desirous of seeking admission into Government Polytechnics/State-wide Institutions/Private Unaided Polytechnics. The advertisement among other things, shall indicate various documents to be enclosed with the application, fee payable to State Board of Technical Education and Training and various fees payable to the institutions. This application form will also have appropriate column in regard to admission, into Private Unaided Polytechnics in respect of Free Seats' and Payment Seats'.

(b) The Admission Officer shall be the competent authority to select and allot the candidates for admission in Diploma Courses in Government Polytechnics and State-wide Institutions/Private Unaided Polytechnics on the basis of the ranking assigned to them in the Entrance Test and as per the rules relating to Local and Non-Local candidates issued in G.O.(P) No.646, Education (W) Department, dated 10-7-1979 and all other rules of reservation in respect of Scheduled Caste/Scheduled Tribe/Backward Class and other categories issued by Government from time to time.

(2)

(a) The seats in Unaided Private Polytechnics are divided into two distinct categories known as "Free Seats' and 'Payment Seats'. Fifty percent (50 %) of the total seats shall be "Free Seats' and the Balance 50% shall be the Payment Seats".

(b) The fee chargeable for Free Seats, shall be equal to the fee charged in Government Polytechnics/Institutions and the fee chargeable for Payment Seats' shall be at the rates notified by the Government from time to time.

(3) The Admission officer shall be the Competent authority to make admission of students into Private Unaided Polytechnics both in respect of Free Seats' and Payment Seats'.

(4) No Private Unaided Polytechnic shall call for applications for admission separately or individually.

(5) The admission shall be made by the Admission Officer to the

'Free Seats' and Payment Seats' as two separate categories. The principles of merit based on the CEEP rank including the rules of reservation shall be followed while making admissions to the Free Seats' and Payments Seats'.

(6) The admissions into Payment Seats' shall be made by the Admission Officer based on the willingness of the candidates for admission to such seats. The Admission Officer shall also follow the principle of inter-se-merit while making admissions within the Free Seats' category as also in the Payment Seats' category. It shall be open to a higher ranking candidate to opt for a Payment Seat'.

(7) Candidates who have secured higher ranks at the Entrance Test will be called for an interview in the order of merit for selection and allotment to an institution. For the convenience of the candidates, representatives of all polytechnics including Private Polytechnics in the State shall sit at a common table. As and when each candidate gets his turn for interview in the order of merit, choice of branch and institution will be given to him depending upon availability at that point of time with due regard to the eligibility of the candidate for a seat in a particular local area for a particular reserved category.

{(8) With regard to admission into payment seats' the Admission Officers, Common Entrance Examination for Polytechnic will give a least ten days time to the candidates after the "Free Seats" in private Polytechnics are filled up, to opt to be admitted against 50% of payment seats.

(9) The candidates admitted in Private Unaided Polytechnics against 50% payment seats shall pay the Year fees at the time of admission. The tuition fee for the remaining years of study, the candidate shall pay at the time of commencement of second and third years class work as the case may be.}

(10) After completion of this stage of admission, the Admission Officer shall prepare a waiting list of the candidates based on the CEEP ranking, and publish the same along with the marks obtained by them in the CEEP. The said list shall be adopted by the Admission Officer for filling up of casual vacancies or dropout vacancies arising after the above stage of Payment Seats admission are finalised. These vacancies shall be filled by the Admission Officer until such date as may be prescribed. Any vacancy still remaining after such date can be filled by managements from the

above waiting list only. The Admission officer, upto the above mentioned cut off date, and the managements after the said cut off date, shall observe the principle of merit, rules of reservation and other prescribed norms including notification in popular News papers while making the admissions from this waiting list.

(11) The reservation for Scheduled Caste/Scheduled Tribe/Backward Class shall be made applicable in respect of both free and payment seats:

17. Reservations :-

(1) For the purpose of admission into Diploma courses each Polytechnic/Institution shall be considered as a unit applying the rules of reservation as prescribed by the Government from time to time in the manner specified in Annexure- I.

(2) The rule of reservation as prescribed by the Government from time to time shall apply to the Polytechnic/Institutions.

(3) The seats available in each Polytechnic/Institution will be allocated to local candidates as indicated at paragraph (11) in Annexure-I in accordance with the provisions contained in the Andhra Pradesh Educational Institutions (Regulation of Admissions) Order, 1974, subject sub-rules (2) and (3).

(4) The seats available in the State-wide Institutions/State-wide Courses as sanctioned by Government from time to time and also in all the Private Unaided Polytechnics shall be allocated in the ratio of 42:36:22 among the local candidates of Andhra University, Osmania University and Sri Venkateshwara University respectively}.

(5) The managements of minority institutions offering Diploma courses shall call for applications for admission into such courses and admit the candidates belonging to that minority group on the basis of merit in the Entrance Examination restricting such admission to the seats as approved by the Government.

(6) Where any minority Educational Institution intends to admit students not belonging to the concerned minority , such admission shall only be on the basis of merit in the Entrance Examination and in such manner as may be prescribed by the Committee.

18. . :-

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18A. Admission into Diploma Courses in non-Engineering Disciplines :-

(i) Candidates asking admission into the First year Diploma Courses in Non-Engineering subjects namely {xxx} DHMCFT(Diploma in Hotel Management, Catering and Food Technology), D.M.C.D. (Dress Making and Costume Design), DTSA(Diploma in Traditional Sculpture and Architecture)and DDS(Diploma in Domestic Science) shall not be required to appear for C.E.E.P. and that the selection shall be made on the basis of marks obtained in the qualifying examination,namely S.S.C. or its equalent examinations.}

19. General :-

Notwithstanding anything contained in these rules the Secretary, State Board of Technical Education and Training, Andhra Pradesh and Director of Technical Education as the case may be, may either suo muto D or on an application of any person and after due and proper enquiry, order the withholding of the publication of the result of the Entrance Test or cancel the admission of the candidate if already made, or debar any candidate from applying for admission to any of the courses permanently or for specified period, or discharge him from the course of study, at any stage, etc., if in the opinion of the Secretary, State Board of Technical Education and Training, Andhra Prades(/Director of Technical Education, as the case may be, such action is warranted on the basis of guidelines that may be evolved by the State Board of Technical Education.

20. Decision of the Director of Technical Education :-

If any ambiguity or doubt arises in the interpretation and implementation of these rules, the decision of the Director of Technical Education shall be final

21. Power of Government :-

The Government shall have the power to increase or decrease the number of seats or cancel a course or introduce a new course in a polytechnic or institution at any time and amend or alter these rules from time to time without notice.