

From
The Convener,
PGEC/PGECET-2013 Admissions,
Convener, PGEC/PGECET-2013 Office,
Online Centre, PGRRCDE,
Osmania University Campus, Hyderabad-500007.

To
All the Principals of
Engineering/Pharmacy Colleges
in the State of A.P.

Letter No. PGEC/PGECET-2013 / ADMISSIONS / CONVENER / Dated: 16-09-2013.

Sir,

**Sub: - PGEC/PGECET-2013(Admissions) - M.Tech / M.Pharm / Phrma.D
Admissions- Communication of guidelines to fill left over vacancies
during Institutional Spot Admissions- Regarding.**

You are well aware that the PGEC/PGECET-2013 Admissions are completed by 10th September 2013 for the academic year 2013-2014. The details of the vacancies of your institution are available on the Website: pgecet.apsche.ac.in

You are requested to give a detailed notification for filling the left over vacancies, dropout vacancies/cancelled seats at the institutional level, if any, in one of the leading daily news papers of your region (a copy to be submitted) calling the eligible candidates, to attend for counseling at your institution on a particular day before **30th September, 2013** (cut-off date for Private **M.Tech / M.Pharm / Phrma.D** College Managements to fill the left over vacancies). The vacant seats may be filled by the candidates of the concerned category as per their merit in GATE/GPAT or PGECET OR qualifying degree marks in that order of preference. The candidates should be insisted upon to produce all the original certificates before granting admission, and one set of Photo copies should be submitted at the time of ratification with Principal signature. Any deviation made in this regard will be viewed seriously and such admissions will not be ratified under any circumstances. **The eligibility criteria as given in G.O Ms. No. 47/153 (Higher Education EC-2) and amendments thereafter shall have to be strictly adhered to. For further details with regard to the qualifying degree etc. respective affiliating Universities may be contacted**

Note: The candidates admitted under spot admissions are not eligible for any Fee Exemption / Scholarship.

In case of NCC/SP/CAP/PH categories, if candidates are not available, such seats are to be offered to the candidates of respective (OC/BC/SC/ST) categories.

The seats earmarked for women candidates in OC/BC/SC/ST categories 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) even after their own 1/3 quota of seats are filled.

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

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

Example: 2. SC (Girl) → SC (Boy)

If candidates are not available in the relevant local area, the "SC" category seats may be allotted to the "SC" candidates of the other two local areas in combined rank order.

Example: 3. ST (Girl) → ST (Boy)

- a) If "ST" candidates are not available in one local area, the seats are to be allotted to "ST" candidates of other two local areas in the combined rank order.
- b) 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 combined rank order.
- c) If "SC" candidates are not available in one local area, the seats are to be offered to "SC" candidates of other two local areas in the combined rank order.
- d) 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 order of merit.
- e) 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.

In case, seats reserved for BC Category are unfilled even after exhausting all the candidates of BC-A,B,C,D and E (following rules of conversion), such seats may be offered to OC Candidates of that local area. If seats are still vacant, such seats may be offered to the candidate of other two local areas in the combined merit order.

The model proforma to be submitted after the institutional Spot Admissions is enclosed herewith for ready reference (**Annexure-I**). The details of Spot Admissions made are to be neatly typed in the proforma and sent to the Convener through special messenger for ratification by the said date as per the schedule give below. For clarification of doubts, if any, you are requested to contact the Convener, PGEC/PGECET-2013 Office, Online Centre, PGRRCDE, Osmania University Campus, Hyderabad-500007.

03.10.2013 -All University colleges and colleges affiliated to SVU,SKU & JNTU(ANANTAPUR)

04.10.2013 - Colleges affiliated to AU, ANU & JNTU (KAKINADA)

05.10.2013 - Colleges affiliated to JNTU (HYDERABAD)

07.10.2013 - Colleges affiliated to OU, KU and other Universities

Further, you are requested to depute one staff member of your institution to collect the final list of candidates admitted and their original certificates and applications from PGEC/PGECET office Online Center, PGRRC Center for Distance Education, Osmania University only on the date mentioned below at 10.00 a.m. Kindly establish the identity of your staff (with identity card) who comes for this collection through proper documents, duly signed by the Principal of the college. The Convener will not be responsible for any future problems in this regard.

21.10.2013- All University and govt colleges and colleges affiliated to SVU, SKU & JNTU (ANANTHAPUR)

22.10.2013- All University and govt colleges and colleges affiliated to AU, ANU & JNTU (KAKINADA)

23.10.2013- All University and govt colleges and colleges affiliated to JNTU (HYDERABAD)

24.10.2013- All University and govt colleges and colleges affiliated to OU, KU and other Universities

The Principals are requested to stick to the above-mentioned dates in collecting the original applications and final list of candidates admitted into their respective colleges.

Yours sincerely

Convener
PGEC/PGECET-2013 Admissions

Enclosures:

1. Annexure I: Admission check list and Model Proforma for submission of institution spot admissions made.

ANNEXURE – I

**PGEC/PGECET-2013(ADMISSIONS- CHECKLIST)
DETAILS OF INSTITUTIONAL SPOT ADMISSIONS**

NAME OF THE INSTITUTION:

COLLEGE CODE:

I. DETAILS OF VACANCIES GIVEN TO COLLEGE:

V1	V6	V11
V2	V7	V12
V3	V8	V13
V4	V9	V14
V5	V10	V15

II. DETAILS OF DROPOUTS/CANCELLATIONS MADE AT COLLEGE:

	RANK	HT NO	NAME	DETAILS OF VACANCY
D1				
D2				
D3				
D4				
D5				

III. DETAILS OF NOTIFICATION:

Name of the Newspaper in which Advertisement issued: _____

(ENCLOSE A COPY)

Date of the Notification: _____

No. of applications received: _____

IV. DETAILS OF SPOT ADMISSIONS MADE (Course-wise):

RANK	HT NO	CATEGORY	NAME	*DETAILS OF ALLOTMENT

* Details of allotment shall include College Code, Course, Local Area, Category and Sex.

Example: OUCE1-OUCSEG -OU-BC-B-FEM

Principal
(With Seal)