

TGEAPCET(Bi.P.C)-2024

GOVERNMENT OF TELANGANA
TELANGANA COUNCIL OF HIGHER EDUCATION

USER GUIDE *for* TGEAPCET(Bi.P.C)-2024 ADMISSIONS

User Guide—Hand holding approach to the TGEAPCET-BiPC Candidates

TGEAPCETB – 2024: PROCESSING FEE PAYMENT, SLOT BOOKING AND OPTION ENTRY

The Candidate has to perform the following two activities before attending Certificate Verification:

1. Payment of Processing Fee
2. Slot Booking(Selection of HLC, Date & Time)

After attending Certificate Verification, the Candidate has to exercise Options.

PAYMENT OF PROCESSING FEE:

1. Login to the student's website(<https://tgeapcetb.nic.in>)

The screenshot shows the website interface for TGEAPCET-B 2024. At the top, there is a navigation bar with the Telangana Council of Higher Education logo and menu items: Pay Processing Fee, Verify Payment Status, Slot Booking, Contact Us, and Logout. The main content area is titled 'TGEAPCET-B - 2024 ONLINE PAYMENT OF PROCESSING FEE FOR WEB COUNSELING'. Below the title, there are instructions: 'Candidate should pay Processing Fee & Book the Slot before attending for Certificate Verification'. The page is divided into two columns. The left column contains 'STEPS TO PAY PROCESSING FEE' with four sections: 'PROCESSING FEE TO BE PAID' (Rs.1200/- for OC/BC, Rs.600/- for SC/ST), 'HOW TO PAY PROCESSING FEE' (instructions on entering ticket and registration numbers and date of birth), 'IMPORTANT INSTRUCTIONS' (click on 'Verify Payment Status' if no response is received), and 'TRANSACTION CHARGES' (link to view nominal charges). The right column is a 'LOGIN' form with input fields for 'TGEAPCET Hall Ticket No', 'TGEAPCET Registration No', and 'Date of Birth (dd/mm/yyyy)'. It also includes a captcha image with the word 'Ubbav' and a 'Pay Fee Online' button. Below the button are links for 'Online Payment Status' and 'Print Receipt (if already paid)', with a note to enter ticket and registration numbers and date of birth to view payment details.

- i. Please enter the website :<https://tgeapcetb.nic.in> in any Browser
- ii. Click on Pay Processing Fee which is available on the top of the website as shown above.
- iii. Please enter the following to Pay Processing fee payment
 - a) TGEAPCET-BiPC Hall Ticket Number
 - b) TGEAPCET-BiPC Registration Number(which is available on TGEAPCET-BiPC Hall Ticket)
 - c) Date of Birth in dd/mm/yyyy format
 - d) Enter Captcha as displayed on the screen

After entry of the above details, Click on the button **Pay Fee Online**

I. BASIC INFORMATION FORM :

The Basic Information Form as furnished in the TGEAPCET-BiPC Application form will be displayed as follows :



TGEAPCET-B - 2024 Admissions

BASIC INFORMATION AS FURNISHED BY THE CANDIDATE WHILE FILLING TGEAPCET APPLICATION FORM

| | | | |
|-------------------------------|------------|-------------------|---------------|
| 10+2 Hall Ticket No | 2438219146 | Registration No | A14255132456F |
| TGEAPCET Hall Ticket No | 2421H12345 | Rank | 1.0 |
| Candidate Name | DUMMY NAME | | |
| Father's Name | DUMMY NAME | | |
| Male/Female | MALE | Caste Category | BC_D |
| Date of Birth | 26/05/2007 | Year of Passing | 2024 |
| Local Area | OU | Minority | N |
| Fee Reimbursement Eligibility | NO | Minority Type | NA |
| Marks | 0.00 | Marks in TGEAPCET | 50.723555 |
| Nationality | INDIAN | Mobile Number | |
| Caste | BC_D | | |

Special Category Status

| NCC | Sports&Games | CAP | PH |
|-----------------|-----------------|-----------------|-----------------|
| Eligibility : N | Eligibility : N | Eligibility : N | Eligibility : N |
| Priority : 0 | Priority : 0 | Priority : 0 | Priority : NA |

Remarks

Enter MeeSeva details for the following

| | | | |
|-----------------------------------|-----------------|------------------------------------|----------------|
| Caste Certificate Application No. | CND022223686049 | Income Certificate Application No. | IC022439120914 |
| Candidate Aadhaar No. | | EWS Certificate Application No. | |
| Mobile Number | | eMail Id | |

UNDERTAKING

I, VASAM KARUNA SRI will submit all the required certificates in original as per above list to the Chief Verification Officer at the time of Certificate Verification process and to the Principal of the Institution where I have been provisionally allotted after seat allotment, failing which I will forego my admission and I will not enter into any legal correspondence in this regard.

The Candidate details as entered in TGEAPCET-BiPC Application form are displayed (which cannot be edited/modified by the candidate). For any modifications, the same may please be brought to the notice of Officials at the time of Certificate Verification.

The Special Category details like NCC/SPORTS/CAP/PH will be shown as **N** for all the candidates before Certificate Verification.

The candidates eligible for NCC/SPORTS/CAP/PH/Anglo-Indian Categories have to attend at Government Polytechnic, Masab Tank as per the schedule given in List of HLCs Annexure-I placed in the website: <https://tgeapcetb.nic.in>

Entry of Caste, Income Certificate and EWS Certificate details, if applicable

| | | | |
|-------------|--------|---------------|--|
| Nationality | INDIAN | Mobile Number | |
| Caste | BC_D | | |

Special Category Status

| NCC | Sports&Games | CAP | PH |
|-----------------|-----------------|-----------------|-----------------|
| Eligibility : N | Eligibility : N | Eligibility : N | Eligibility : N |
| Priority : 0 | Priority : 0 | Priority : 0 | Priority : NA |

Remarks

Enter MeeSeva details for the following

| | | | |
|-----------------------------------|-----------------|------------------------------------|----------------|
| Caste Certificate Application No. | CND022223686049 | Income Certificate Application No. | IC022439120914 |
| Candidate Aadhaar No. | | EWS Certificate Application No. | |
| Mobile Number | | eMail Id | |

UNDERTAKING

I, VASAM KARUNA SRI will submit all the required certificates in original as per above list to the Chief Verification Officer at the time of Certificate Verification process and to the Principal of the Institution where I have been provisionally allotted after seat allotment, failing which I will forego my admission and I will not enter into any legal correspondence in this regard.

I declare that the details mentioned above are true to the best of my knowledge. The Income Certificate and Caste Certificate produced by me are genuine, and if it is found false at later date, I am aware that I am liable for Criminal prosecution besides foregoing the provisional allotment and I am aware that the eligibility for Tuition Fee Reimbursement now granted is subject to fulfillment of conditions stipulated in future, if any, by the Government and I undertake to abide by the rules issued by the Government from time to time, I will not enter any legal correspondence with the Government or authorities concerned.

I declare that I read the above instructions and understood the process.

Submit

1. Enter Caste Certificate Application Number issued by Mee Seva.
2. The candidate can claim for fee reimbursement by entering the parent Income Certificate Application number which is available on the Income Certificate issued by Mee Seva.
3. The candidate can claim for EWS by entering the parent EWS Certificate Application number which is available on the EWS Certificate issued by Mee Seva.

4. The Mobile Number is important during Certificate Verification and Allotment process. The OTPs will be sent to the Mobile number as given above. The candidate is required to give his/her parent mobile number.

5. **Click on check box** as shown in the screen

The following screen appears for payment of Processing Fee.

II. PAYMENT OF PROCESSING FEE :

TGEAPCET-B - 2024
Pay Processing Fee Online
Processing Fee can be paid online using through BillDesk or iWallet

Instructions to Pay Processing Fee Online through Debit Card/ Credit Card/ Net Banking

TIME SLOT
Upon completion of successful transaction, Candidates has to choose time slot for Certificate Verification at HLCs.

TRANSACTION BROKEN
There is a possibility that your account is debited and the transaction is broken immediately, in such case your money will be refunded back to your bank account.

TRANSACTION FAILURE
If the transaction is failed and error message is displayed, take print out of the same for settlement of the transaction.

For any other problems, contact nearest Help Line Center.

TGEAPCET Hall Ticket No: 2805011100
Rank: 1.00

| Name 1 | Name 2 | Caste | Category | Date of Issue |
|---------------|---------------|---------------|---------------|---------------|
| NOT AVAILABLE | NOT AVAILABLE | NOT AVAILABLE | NOT AVAILABLE | NOT AVAILABLE |

Caste received from Mee Seva is NA
Income Details as per Mee Seva
No Data Found

PAYMENT OPTIONS
Pay Processing Fee Online through Debit Card / Credit Card / Net Banking

DO NOT PAY ONLINE & EXIT

BillDesk
Pay Fee Online

1. **Click on check box** as shown in the screen

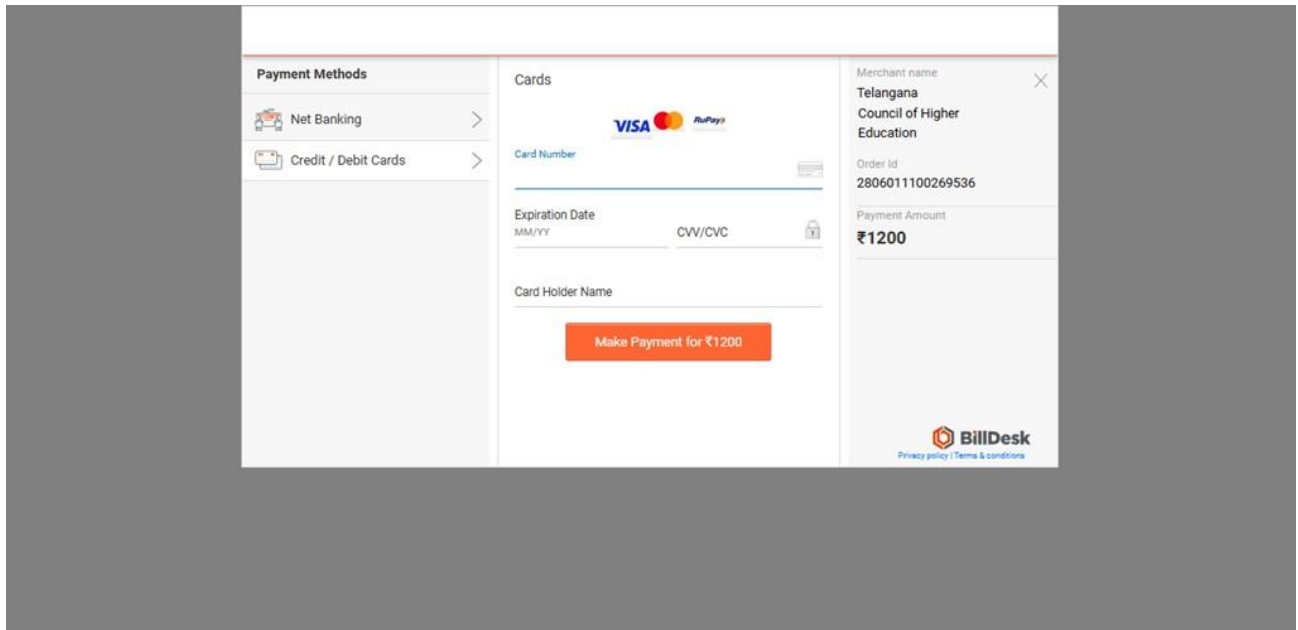
2. Click on **Pay Fee Online** in one of the two payment modes

- i. T-Wallet
- ii. Bill Desk

CAUTION :
You will be redirected to third party payment gateway for payment of Processing Fee.
Click OK to Pay Fee using Internet Banking/ Debit/ Credit Cards through BillDesk
Click Cancel if you are NOT willing to pay but save details.

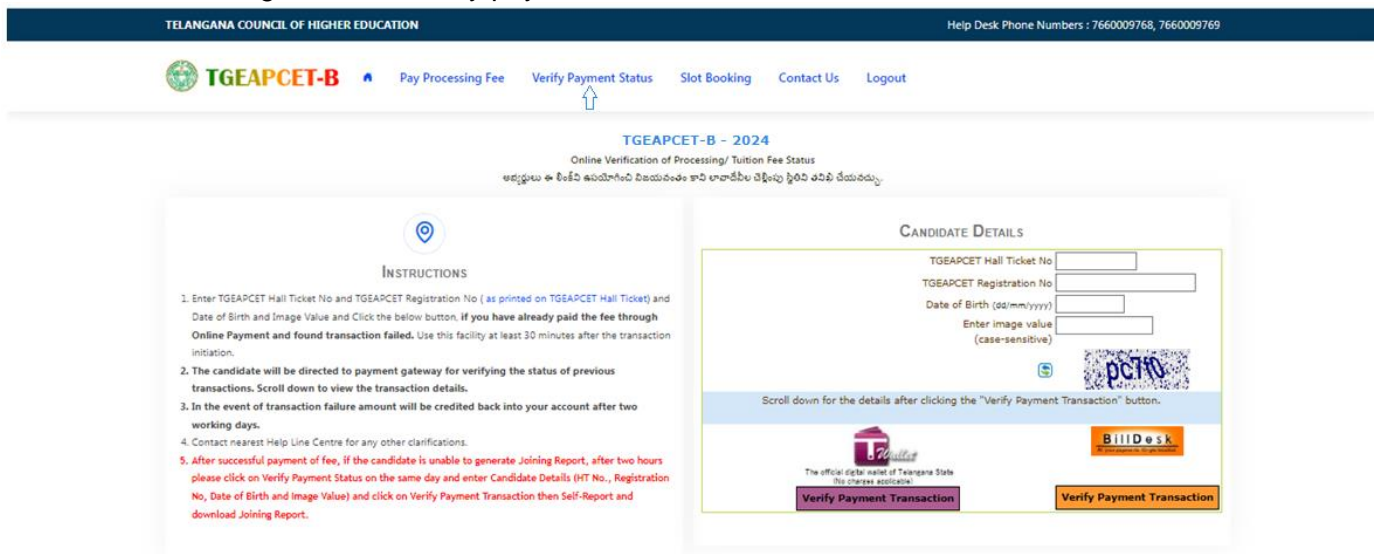
OK Cancel

3. Choose either payment through
 - i. Debit Card/Credit Card or
 - ii. Net Banking
4. Proceed for payment of processing Fee giving appropriate details for the amount displayed on the screen and click on **Make Payment for..**



III. VERIFY PAYMENT STATUS:

1. Click on Verify Payment Status on Homepage of <https://tgeapcetb.nic.in> as shown in the following screen to verify payment status



2. Enter the following candidate details for verification of payment status in the above screen
 - i. TGEAPCET-BiPC Hall Ticket Number
 - ii. TGEAPCET-BiPC Registration Number

- iii. Date of Birth
- iv. Enter image value

3. Click on Verify Payment Transaction if already done through T-Wallet/Bill Desk as shown above
4. The following screen is displayed indicating the status of the transaction(s) done already.

4. Contact nearest Help Line Centre for any other clarifications.
 5. After successful payment of fee, if the candidate is unable to generate Joining Report, after two hours please click on Verify Payment Status on the same day and enter Candidate Details (HT No., Registration No., Date of Birth and Image Value) and click on Verify Payment Transaction then Self-Report and download Joining Report.

| TELANGANA COUNCIL OF HIGHER EDUCATION | | | |
|--|--------------------------|---------------|------------------|
| TGEAPCET - 2024 | | | |
| Print | | | |
| Payment Request Dates: | 08 Jun 2024 08:50:34:887 | Request Id: | 1301011227767004 |
| | | Status: | PENDING |
| Verify the payment details for the above transaction | | | |
| Transaction Reference No : | 23C2053429486 | Amount: | 1200.00 |
| Transaction Date : | 08-06-2024 08:52:10 | Description : | NA |
| Auth Status: | 0002 | Bank Id: | ICI |

5. If the transaction is successful, the status will be shown as **Transaction found successful and saved** in green.
6. If not successful, try once again for payment of processing fee or contact Help Desk on phone / email.

IV. SLOT BOOKING:

1. Enter website address: <https://tgeapcetb.nic.in>
2. Check the Browser settings to disable Popup blocker
3. Click on Slot Booking on the Homepage as shown in the following screen:

TGEAPCET-B - 2024

ONLINE SLOT BOOKING FOR CERTIFICATE VERIFICATION

Candidate has to pay Processing Fee before selecting Online Slot Booking for attending Certificate Verification as per schedule.

SLOT BOOKING

Instructions

- Processing Fee to be Paid:
Processing Fee: Rs.1200/- (OC/BC), Rs.600/- (SC/ST)
- Enter TGEAPCET Hall Ticket No, TGEAPCET Registration No (as printed on TGEAPCET Hall Ticket) and Date of Birth and click **Show Available Slots** after payment of processing fee.
- The Candidate has to **Change Category of the Student** and select available **Help Line Centre, Date & Time** where he/she is interested to attend for Certificate verification.
- The candidate had to attend at the selected Help Line Centre (HLC) on the Date / Time booked through Slot Booking. The candidate is not permitted in other than selected HLC. Candidate has to report 10 minutes before Starting of the opted Slot Time.
- Contact nearest Help Line Centre for any other clarifications.
- Enable pop-up window in browser settings to view and print '**Slot Booking Receipt**', if receipt not visible.


CANDIDATE DETAILS

TGEAPCET Hall Ticket No

TGEAPCET Registration No

Date of Birth (dd/mm/yyyy)

Enter image value (case-sensitive)



4. The following screen appears.
 - i. Select ALL for OC/BC/SC/ST candidates who are not under Special Categories viz PH/NCC/CAP/SPORTS/ANGLO-INDIAN



Category of the Student ALL means OC/BC/SC/ST ie. Other than PH/NCC/CAP

Select Help Line Centre (HLC)

Select any date on which you would like to attend Certificate Verification at above chosen HLC

| July 2024 | | | | | | |
|-----------|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |

- ii. The candidates belonging to Special Categories PH/NCC/CAP/SPORTS/ANGLO-INDIAN can choose PH/NCC/CAP/SPORTS/ANGLO-INDIAN in Category of the Student as per their eligibility
- iii. Select the desired Help Line Center(HLC) as shown above



Category of the Student ALL means OC/BC/SC/ST ie. Other than PH/NCC/CAP

Select Help Line Centre (HLC)

Select any date on which you would like to attend Certificate Verification at above chosen HLC

Select HLC

- A B V GOVERNMENT DEGREE COLLEGE, JANGAON, Dist: JANGAON
- S.G.GOVERNMENT POLYTECHNIC, ADILABAD, Dist:ADILABAD
- GOVERNMENT POLYTECHNIC, BELLAMPALLY, Dist:MANCHERIAL
- Dr B R AMBEDKAR COLLEGE BAGHLINGAMPALLY , BAGHLINGAMPALLY, Dist: HYDERABAD
- GOVERNMENT DEGREE COLLEGE, BHOOPALPALLI, Dist:BHOOPALPALLI
- S K N R GOVERNMENT DEGREE COLLEGE, JAGTIAL, Dist:JAGTIAL
- GOVERNMENT ARTS AND SCIENCE COLLEGE, KAMAREDDY, Dist:KAMAREDDY
- GOVERNMENT DEGREE COLLEGE, MAHABUBABAD, Dist:MAHABUBABAD
- S V GOVERNMENT DEGREE COLLEGE, PALEM, Dist:NAGARKURNOOL
- GOVERNMENT POLYTECHNIC, GADWAL, Dist:GADWAL
- Dr B R AMBEDKAR GMR POLYTECHNIC FOR WOMEN, KARIMNAGAR, Dist:KARIMNAGAR
- GOVERNMENT POLYTECHNIC FOR WOMEN EAST MAREDPALLY SECUNDERABAD, SECUNDERABAD, Dist:HYDERABAD
- J N GOVERNMENT POLYTECHNIC RAMAINTHAPUR, HYDERABAD, Dist:MEDCHAL
- J N T U COLLEGE OF ENGINEERING KUKATPALLY, HYDERABAD, Dist:MEDCHAL
- KAKATIYA GOVERNMENT COLLEGE, HANAMKONDA, Dist: HANAMKONDA
- GOVERNMENT POLYTECHNIC RUDRAMPUR, KOTHAGUDEM, Dist:BHADRADRI KOTHAGUDEM
- UNIV ARTS & SCIENCE COLLEGE, WARANGAL, Dist:HANAMKONDA
- DIRECTORATE OF ADMISSIONS, KAKATIYA UNIVERSITY CAMPUS, WARANGAL, Dist:HANAMKONDA
- GOVERNMENT POLYTECHNIC MASAB TANK, HYDERABAD, Dist:HYDERABAD

- iv. Select the date as shown in the screen below:



Category of the Student ALL means OC/BC/SC/ST ie. Other than PH/NCC/CAP

Select Help Line Centre (HLC)

Select any date on which you would like to attend Certificate Verification at above chosen HLC

| July 2024 | | | | | | |
|-----------|----|----|----|----|----|----|
| Mo | Tu | We | Th | Fr | Sa | Su |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |

- v. The Green indicates the available slots. Select the desired Date in Green
- vi. The available time slots from 9:00 AM to 6:00 PM are displayed as below and choose the convenient time slot at desired HLC for Certificate Verification.

Telangana Council of Higher Education Help Desk Phone Numbers : 766009768, 766009769

[Pay Processing Fee](#) [Verify Payment Status](#) [Slot Booking](#) [Contact Us](#) [Logout](#)

Category of the Student: ALL ALL means OC/BC/SC/ST ie. Other than PH/NCC/CAP

Select Help Line Centre (HLC): GOVERNMENT POLYTECHNIC, BELLAMPALLY, BELLAMPALLY . Dist:MANCHERIAL

Select any date on which you would like to attend Certificate Verification at above chosen HLC

< June 2024 >

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |

Available Slots for the Selected Category - HLC - Date for Certificate Verification

| | | | | | | | | | | | | | |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| 09:00 To 09:30 | 09:30 To 10:00 | 10:00 To 10:30 | 10:30 To 11:00 | 11:00 To 11:30 | 11:30 To 12:00 | 12:00 To 12:30 | 12:30 To 01:00 | 02:00 To 02:30 | 02:30 To 03:00 | 03:00 To 03:30 | 03:30 To 04:00 | 04:00 To 04:30 | 04:30 To 05:00 |
| 05:00 To 05:30 | 05:30 To 06:00 | | | | | | | | | | | | |

- vii. The following screen appears if there are available slots at the chosen date and time for that HLC. Click Yes as given in the screen to confirm the Slot for Certificate Verification.

[Pay Processing Fee](#) [Verify Payment Status](#) [Slot Booking](#) [Contact Us](#) [Logout](#)

Category of the Student: ALL ALL means OC/BC/SC/ST ie. Other than PH/NCC/CAP

Select Help Line Centre (HLC): GOVERNMENT POLYTECHNIC, BELLAMPALLY, BELLAMPALLY . Dist:MANCHERIAL

Select any date on which you would like to attend Certificate Verification at above chosen HLC

< June 2024 >

| Mo | Tu | We | Th | Fr | Sa | Su |
|----|----|----|----|----|----|----|
| 27 | 28 | 29 | 30 | 31 | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |

Available Slots for the Selected Category - HLC - Date for Certificate Verification

| | | | | | | | | | | | | | |
|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| 09:00 To 09:30 | 09:30 To 10:00 | 10:00 To 10:30 | 10:30 To 11:00 | 11:00 To 11:30 | 11:30 To 12:00 | 12:00 To 12:30 | 12:30 To 01:00 | 02:00 To 02:30 | 02:30 To 03:00 | 03:00 To 03:30 | 03:30 To 04:00 | 04:00 To 04:30 | 04:30 To 05:00 |
| 05:00 To 05:30 | 05:30 To 06:00 | | | | | | | | | | | | |

Selected HLC: GOVERNMENT POLYTECHNIC, BELLAMPALLY, BELLAMPALLY . Dist:MANCHERIAL
 Selected Category: ALL
 Selected date: 12/06/2024
 Selected Slot: 10:00 To 10:30 A.M

Do you wish to continue in 'ALL' category slot?

- viii. On confirmation of the slot, the following screen appears

TGEAPCET-B - 2024 Admissions

RECEIPT OF SLOT BOOKING Date:08/08/2024

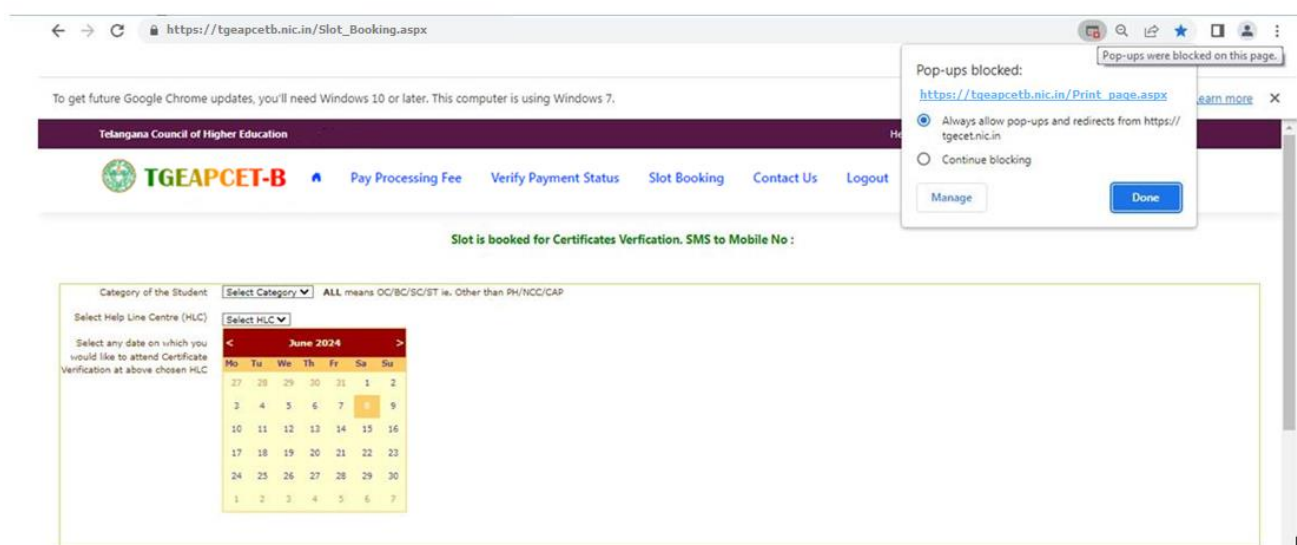
Candidate Name: DUMMY NAME
 Father Name: DUMMY NAME
 Hall Ticket No.: 2424J012345
 Rank: 5244.00

Help Line Centre Details

| HLC Name | HLC Address | Slot Date | Slot Time | Serial No | Slot Category |
|------------------------|-------------|------------|--------------------|-----------|---------------|
| GOVERNMENT POLYTECHNIC | NALGONDA | 11/06/2024 | 10:30 To 11:00 A.M | 3 | ALL |

Note: Candidate has to report 10 minutes before starting of the opted Slot Time.

- ix. On confirmation of the slot, the following screen may occur in some of the Systems, wherein the pop-up blocker in the Browser should be disabled.



- x. The candidate will receive the confirmation of the slot booking date and time and slot through SMS.
- xi. All the Special Category candidates can choose NCC/ SPORTS/ CAP/ PH/ ANGLO-INDIAN instead of ALL as per their eligibility and the Candidates are required to refer Detailed Notification as per the schedule given in List of HLCs Annexure-I placed in the website: <https://tgeapcetb.nic.in>

V. CERTIFICATE VERIFICATION:

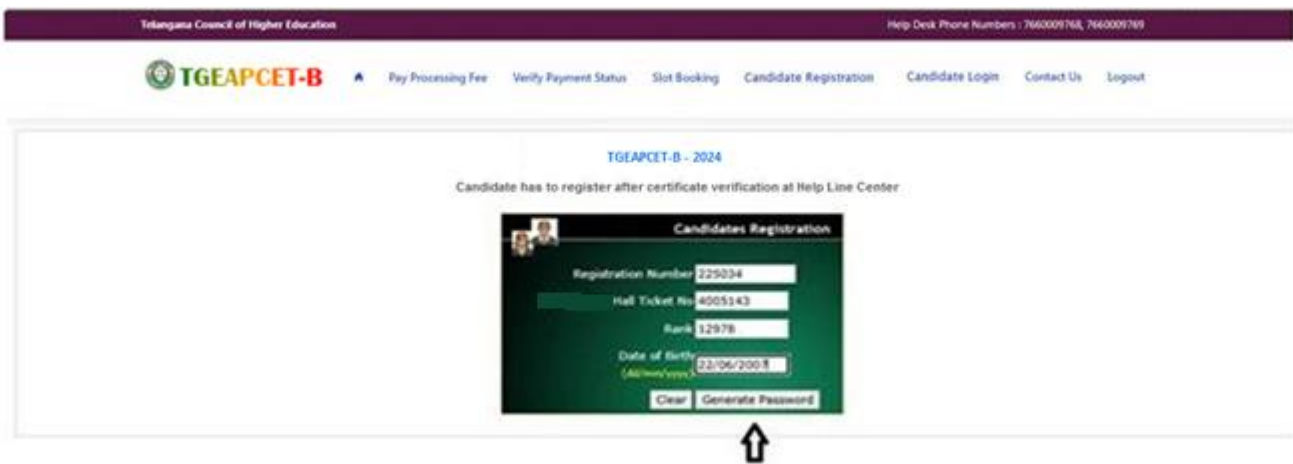
1. The Candidate is required to attend Certificate Verification on the slot booked HLC on the Date & Time without fail.
2. After Certificate Verification, the Candidate will be given Receipt of Certificate(ROC)
3. During Certificate Verification, the Candidate is required to check with Registration/Verification Officers at HLC whether his/her Mobile Number is correctly entered.
4. The candidate will receive Login ID through SMS to the Registered Mobile as soon as the Certificate Verification is completed. This Login id SMS is confidential and should not be shared with anyone and has to be saved throughout the counseling process is completed.

VI. OPTION ENTRY

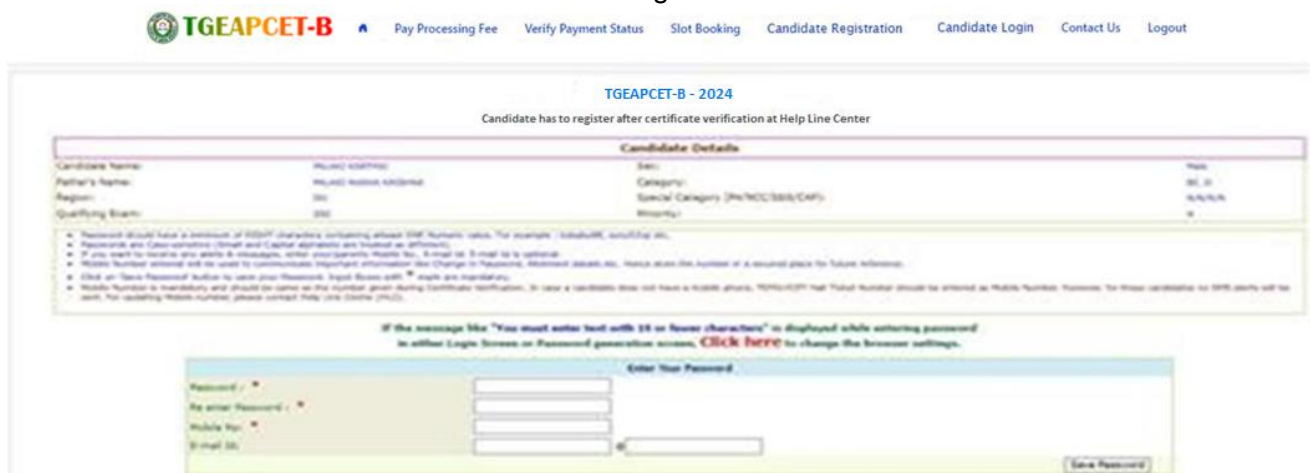
1. The Candidate is required to generate Password after Certificate Verification
2. The Password generation can be done as follows:
 - i. The Candidate is required to keep his ROC Form, Hall Ticket and Rank Card ready before generating Candidate Password.
 - ii. Enter the website: <https://tgeapcetb.nic.in> in the Browser.
 - iii. Click on Candidate Registration as given below on the homepage of the website



3. The Candidate has to generate Password through Candidate Registration available on the homepage as shown above. The following screen appears.

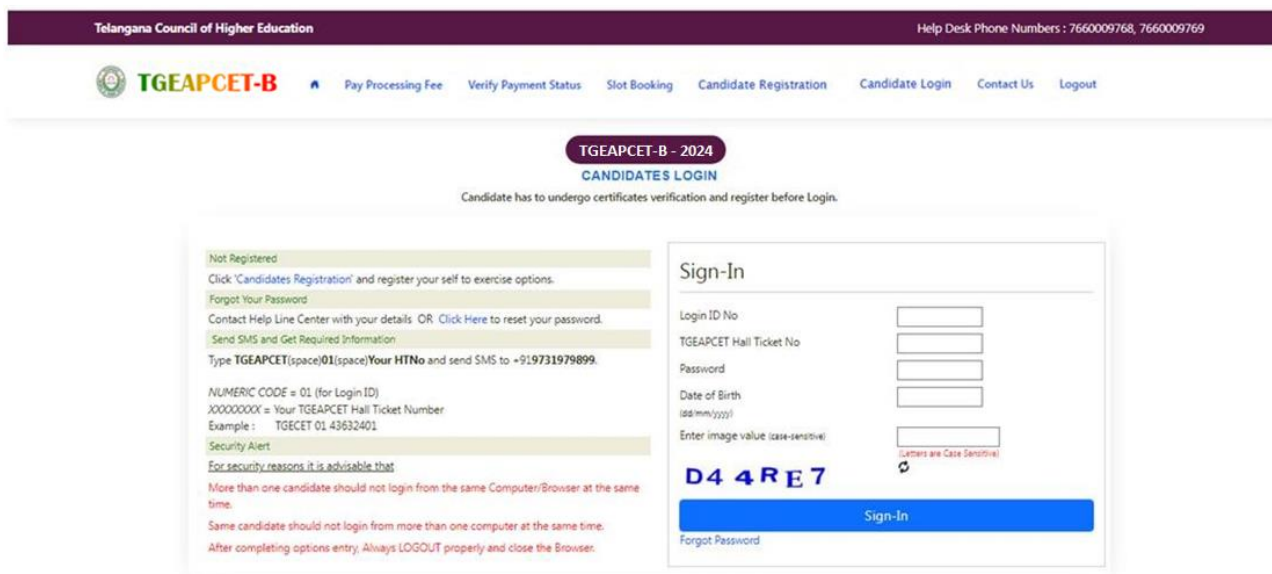


- i. Enter Registration Number (as given in TGEAPCET-BiPC Hall Ticket), TGEAPCET-BiPC Hall Ticket Number, Rank and Date of Birth as shown in the above screen.
- ii. Click on Generate Password as shown above
- iii. The following screen is displayed to create new password.
- iv. Enter the Password in the text box as shown in the below screen.
- v. Re enter the same Password as given below.



- vi. Enter the Registered Mobile Number as given in Certificate Verification and Email ID.
- vii. The Candidate receives confirmation of new password created through SMS to the Registered Mobile Number.
- viii. The Candidate is required to
 - a) Take a printout of Manual Option form available from the website.
 - b) Prepare College and Branch in priority wise in the Manual Option form for clarity in choosing College and Branches.
 - c) Keep the Mobile having registered Mobile Number handy

- 4. Enter the website of <https://tgeapcetb.nic.in/> for Option Entry
- 5. Select **Candidates Login** in the website.



- 6. Enter the following details:
 - i. Login ID Number(as received through SMS to Registered Mobile Number after Certificate Verification)
 - ii. TGEAPCET-BiPC Hall Ticket Number
 - iii. Password
 - iv. Date of Birth as given in ROC
 - v. Enter Captcha correctly in Enter Value
 - vi. Click on Sign-in
- 7. After Sign-In button, One Time Password (OTP) will be sent to the Candidate Registered Mobile Number.
 - i. Please Enter OTP received as per screen given below
 - ii. Click on check box under Declaration
 - iii. Click on **Click here for Option Entry**

ALLOTMENT

- Allotment of Seat is based on your merit rank and the Options given by you as per rules in vogue at the time of allotment.
- The Seat allotment will be made as per the options exercised by you. If the vacant seat is not available as per your first option, the second option will be considered for allotment, if that is also not available then the third option and so on.
- An option given by you will be considered for allotment to a seat is allotted if Options are exhausted. Hence you are advised to give sufficient number of options in order not to face disappointment later.
- The Authorities are not responsible if you do not secure a seat against any of the options exercised by you. In such cases, you may have to wait for notification of second round counselling if any, in which you will be given another chance to give options for vacant seats available after the current round of counselling.
- Request based on rank and options exercised by a candidate for change of College/course will not be entertained after allotment of seat.
- Failure to pay the prescribed tuition fee within the date specified will lead to cancellation of allotment.

CAUTION

For security reasons it is advisable to LOGOUT properly and Close the Browser window after completing options entry.

ONE TIME PASSWORD (OTP)

One Time Password (OTP) makes your options entry process more secure.
 One Time Password (OTP) will be send to your mobile number registered with Web Counselling site.
 The OTP sent to your mobile phone is valid for **20 minutes** or **1 successful attempt**, whichever is earlier, and only for this transaction.

8. The following Screen appears with list of Districts and list of Courses is displayed

Choose One or more Districts and Click on "Display Option Entry Form"

- ADILABAD
- BHADRADRI KOTHAGUDEM
- HANAMKONDA
- HYDERABAD
- JAGTIAL
- JANGAON
- JAYASHANKAR BHUPALPALLY
- JOGULAMBA GADWAL
- KAMAREDDY
- KARIMNAGAR
- KHAMMAM
- KOMARAM BHEEM ASIFABAD
- MAHABUBABAD
- MAHABUBNAGAR
- MANCHERIAL
- MEDAK
- MEDCHAL
- MULUGU

| List of Courses | | |
|-----------------|-------------|---|
| S.No | Branch Code | Branch Name |
| BIO | | |
| 1 | BME | BIO-MEDICAL ENGINEERING (Bi.P.C. STREAM) |
| 2 | BTB | BIO-TECHNOLOGY (Bi.P.C. STREAM) |
| PHA | | |
| 3 | PDB | PHARM - D (Bi.P.C. STREAM) |
| 4 | PHB | B. PHARMACY (Bi.P.C. STREAM) |
| 5 | PHS | PHARMACEUTICAL ENGINEERING (Bi.P.C. STREAM) |

9. Click on the check boxes of the desired districts as per your choice for the display of branches offered by the institutions of the selected districts.

10. Click on **Display Option Entry Form** Button which is available on the bottom of the screen.

- ADILABAD
- BHADRADRI KOTHAGUDEM
- HANAMKONDA
- HYDERABAD
- JAGTIAL
- JANGAON
- JAYASHANKAR BHUPALPALLY
- JOGULAMBA GADWAL
- KAMAREDDY
- KARIMNAGAR
- KHAMMAM
- KOMARAM BHEEM ASIFABAD
- MAHABUBABAD
- MAHABUBNAGAR
- MANCHERIAL
- MEDAK
- MEDCHAL
- MULUGU

| List of Courses | | |
|-----------------|-------------|---|
| S.No | Branch Code | Branch Name |
| BIO | | |
| 1 | BME | BIO-MEDICAL ENGINEERING (Bi.P.C. STREAM) |
| 2 | BTB | BIO-TECHNOLOGY (Bi.P.C. STREAM) |
| PHA | | |
| 3 | PDB | PHARM - D (Bi.P.C. STREAM) |
| 4 | PHB | B. PHARMACY (Bi.P.C. STREAM) |
| 5 | PHS | PHARMACEUTICAL ENGINEERING (Bi.P.C. STREAM) |

11. Click on Show Option Entry Form.
12. Enter TGEAPCET-BiPC Hall Ticket Number in the Text Box as given in the following screen
13. Refer to already prepared Options in Manual Option form, if done.
14. The Options are to be given in numbers starting from 1 indicating highest priority for that college and branch. The Candidate can exercise as many options as possible.
15. The duplicate Option numbers are not allowed i.e. the same option number cannot be given for two Options.

| | | | | |
|--------|------------------|--|----------------|------------------|
| Name: | DUMMY TWO FEMALE |  TGEAPCET-B - 2024 OPTION ENTRY FORM | Father's Name: | DUMMY TWO FEMALE |
| Sex: | Female (F) | | Rank: | 99997.00 |
| Caste: | OC | | PH: | N |

Logout properly and Close the Browser window after completing options entry Save options periodically

| Last Saved Options | Enter Between Options | Save Options | View & Print | Change Password | Logout |
|--|-----------------------|--------------|--------------|-----------------|--------------------------------|
| TGEAPCET-B Hall Ticket No : <input type="text"/> | | | | | Name : DUMMY TWO FEMALE |
| Color Codes for Colleges : UNIV ■ SF ■ GIRLS ■ MINORITY ■ PVT ■ | | | | | |
| PHA Courses | | | | | |
| # | College | District | PDB | PHB | PHS |
| 1 | COLG | RR | | | <input type="text" value="1"/> |
| 2 | CDEF | HNK | | | <input type="text" value="2"/> |
| 3 | CEED | MBN | | | <input type="text" value="3"/> |

16. The colors indicate type of institutions as given in the above screen

- i. BLUE for GOV,
- ii. GREY for Self Finance
- iii. PINK for Girls
- iv. GREEN for Minority
- v. YELLOW for Private

17. Candidates are advised to click on Save Options button as shown in the following screen which is available on the top of the screen for every 2 minutes and continue giving Options.

Logout properly and Close the Browser window after completing options entry Save options periodically

| | | | | | |
|--|-----------------------|--------------|--------------|-----------------|--------------------|
| Last Saved Options | Enter Between Options | Save Options | View & Print | Change Password | Logout |
| TGEAPCET Hall Ticket No : <input type="text"/> | | | | | Name : DUMMY THREE |
| Color Codes for Colleges : UNIV ■ SF ■ GIRLS ■ MINORITY ■ PVT ■ | | | | | |
| PHA Courses | | | | | |

18. The following screen appears after saving options and Click on OK and continue giving Options.

| | | | | | | | | | | | | | | |
|---|---|-------------------------------|------|------------|--------|----|-----------------------------------|--|-------|-------|--|------|--|---|
| PERSONALITY DEV... GOOGLE CERTIFICA... Agriculture MA | tgeapcetb.nic.in says Process may take some time Click 'OK' to continue ... | HEAD 1 PER... USEFUL WEBSITES | | | | | | | | | | | | |
| <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Name:</td><td>DUMMY THREE</td></tr> <tr><td>Sex:</td><td>Female (F)</td></tr> <tr><td>Caste:</td><td>OC</td></tr> </table> | Name: | DUMMY THREE | Sex: | Female (F) | Caste: | OC | <input type="button" value="OK"/> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Name:</td><td>DUMMY</td></tr> <tr><td></td><td>1.00</td></tr> <tr><td></td><td>N</td></tr> </table> | Name: | DUMMY | | 1.00 | | N |
| Name: | DUMMY THREE | | | | | | | | | | | | | |
| Sex: | Female (F) | | | | | | | | | | | | | |
| Caste: | OC | | | | | | | | | | | | | |
| Name: | DUMMY | | | | | | | | | | | | | |
| | 1.00 | | | | | | | | | | | | | |
| | N | | | | | | | | | | | | | |

Logout properly and Close the Browser window after completing options entry Save options periodically

19. The following screen appears after saving Options

Total 4 Option(s) have been saved.

Logout properly and Close the Browser window after completing options entry. Save options periodically.

Last Saved Options Enter Between Options Save Options View & Print Change Password Logout

TGEAPCET-B Hall Ticket No :

Color Codes for Colleges : UNIV SF GIRLS MINORITY PVT Name : DUMMY TWO FEMALE

PHA Courses

| # | College | District | PDB | PHB | PHS |
|---|---------|----------|-----|-----|-----|
|---|---------|----------|-----|-----|-----|

20. If the candidate wants to choose the Districts once again, Click **Last Saved Options** Button and the screen as discussed at point 8 (on Page 12) will be displayed and the candidate can select other districts – to view the institutions available in that district.

21. If the candidate wishes to add or insert new option at a specific Option number then

Logout properly and Close the Browser window after completing options entry. Save options periodically.

Last Saved Options **Enter Between Options** Save Options View & Print Change Password Logout

TGEAPCET-B Hall Ticket No : Name : DUMMY TWO FEMALE

Color Codes for Colleges : UNIV SF GIRLS MINORITY PVT

PHA Courses

| # | College | District | PDB | PHB | PHS |
|---|---------|----------|-----|-----|-----|
| No College is found for selected Districts. | | | | | |

- i. Click on **Enter Between Options** Button as given in the following screen
- ii. Enter that specific Option number value in the Text box where it was to be inserted as given in the following screen

Enter the Option No. before which you want to insert a new Option :

After inserting, last saved options will be displayed.
If you want to save newly entered Options Click on 'Save Options' button before inserting a new Option.

INCLUDE
DISPLAY CANDIDATE DATA

- iii. Click on **Include Button** and all Options will be increased by one. For example, to add new option at Option number 2 which was already exercised, then all Options will be shifted to next number automatically i.e. Option 2 will be shifted to 3 and the next option will be shifted to next number. The new option can be entered with value 2.

https://tseamcet.nic.in/new/option_entry_form.aspx?dCode=HYD,MDL&iCode=

MANAGEMENT PRESS READ TODAY ! PREPARATION TECHNOLOGY LR's New Tab

tgeapcetb.nic.in says
Options successfully rearranged !

Enter the Option No. before which you want to insert a new Option :

Options are successfully rearranged.

INCLUDE
DISPLAY CANDIDATE DATA

Logout properly and Close the Browser window after completing options entry. Save options periodically.

- iv. The screen with re arranged options will be displayed as following

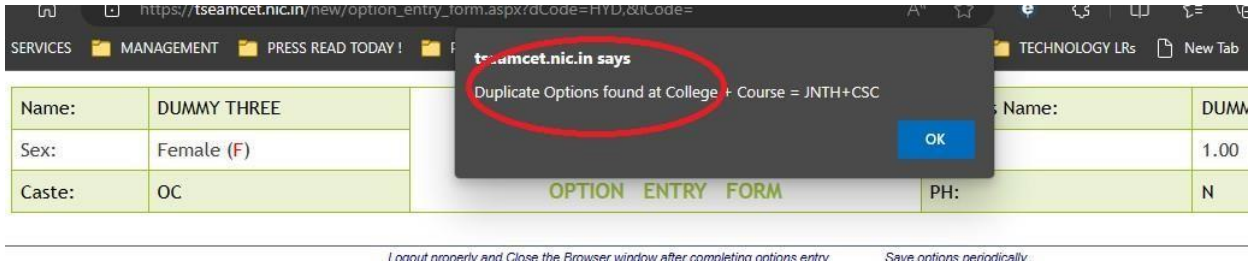
Enter the Option No. before which you want to insert a new Option :

Options are successfully rearranged.

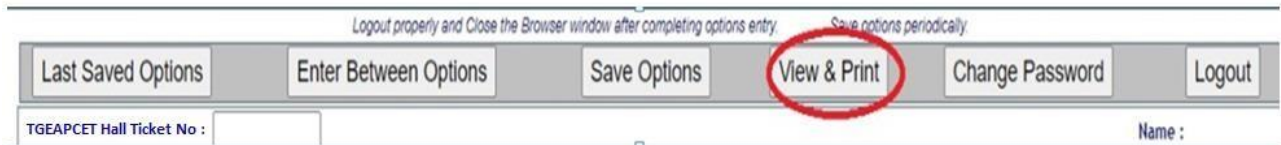
INCLUDE
DISPLAY CANDIDATE DATA

Logout properly and Close the Browser window after completing options entry. Save options periodically.

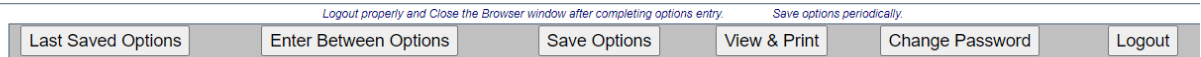
- v. If there are duplicate Option numbers given by the candidate unknowingly, the following error message will be displayed at the time of Saving options and give Option numbers without duplicates carefully.



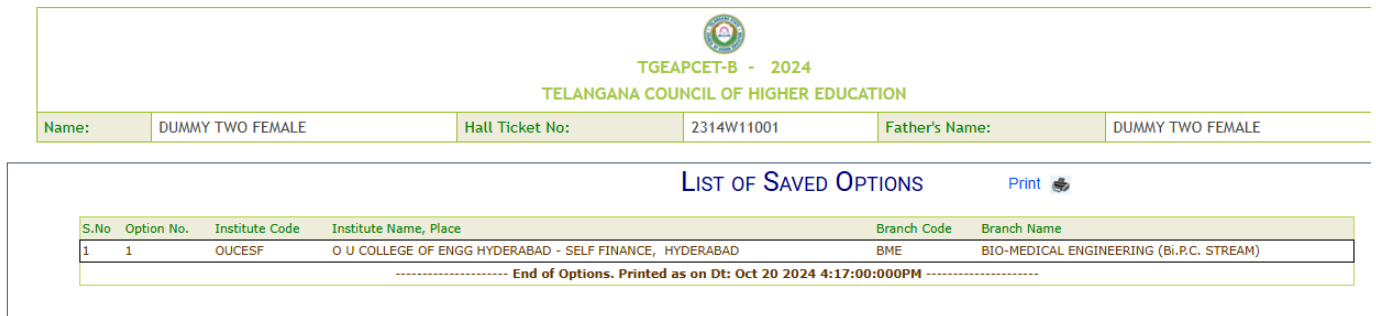
- vi. The candidate can view list of Saved Options by
 - a) Click on **View & Print Option** as given in the following screen



- b) The following screen appears. Click on **View Saved Options** as shown in the following screen.



- c) The following screen appears with the list of last saved Options.



- vii. To change Password, click on **Change Password** as given in the following screen.
 - a) The candidate is required to enter Old Password and
 - b) Please give New Password and Re-Enter again the same given New Password
 - c) Then click on **Save Password** Button.

Change Your Password

| | | | |
|----------------------|----------------------|-----------------------|---|
| Old Password | New Password | Re-enter New Password | Save Password |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="button" value="Save Password"/> |
| | | | <input type="button" value="Display Candidate Data"/> |

Logout properly and Close the Browser window after completing options entry. Save options periodically.

- viii. The candidates after giving all Options and to Logout, the candidate is required
- a) Click on Logout

Logout properly and Close the Browser window after completing options entry. Save options periodically.

| | | | | | |
|--|-----------------------|---|--------------|--------------------|---------------|
| Last Saved Options | Enter Between Options | Save Options | View & Print | Change Password | Logout |
| TGEAPCET Hall Ticket No : <input type="text"/> | | UNIV <input type="checkbox"/> SF <input type="checkbox"/> GIRLS <input type="checkbox"/> MINORITY <input type="checkbox"/> PVT <input type="checkbox"/> | | Name : DUMMY THREE | |

- d) Click on **Save & Logout** as given below

All saved options will be available when you LOGIN again. Unsaved options will be discarded.

| | |
|--------------------------|--|
| Save & Logout | <input type="button" value="Cancel Logout"/> |
|--------------------------|--|

- e) The following screen appears and click OK.

tion_entry_form.aspx?dCode=HYD.&iCode=

tgeapcetb.nic.in says

Process may take some time

Click 'OK to' continue ...

- f) Click on OK button
- g) The **Options given are saved and the candidate is successfully logged out of Option entry** with the list of all saved Options is displayed and click on Print icon for taking printout of saved Options as given in the following screen.

TGEAPCET-B - 2024
TELANGANA COUNCIL OF HIGHER EDUCATION

| | | | | | |
|-------|------------------|-----------------|------------|----------------|------------------|
| Name: | DUMMY TWO FEMALE | Hall Ticket No: | 2314W11001 | Father's Name: | DUMMY TWO FEMALE |
|-------|------------------|-----------------|------------|----------------|------------------|

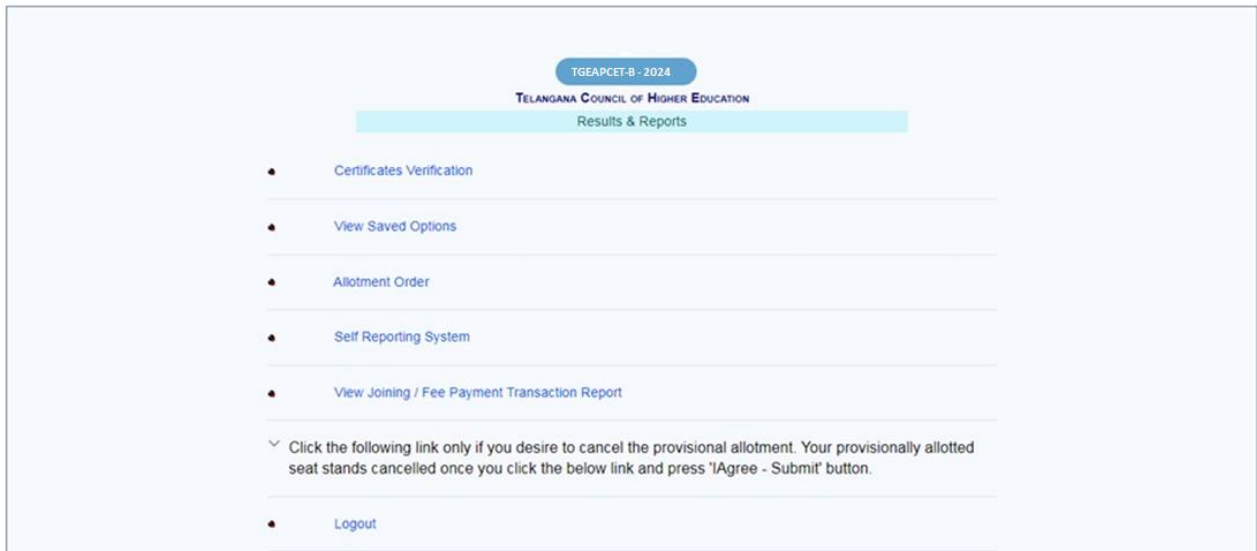
LIST OF SAVED OPTIONS

| S.No | Option No. | Institute Code | Institute Name, Place | Branch Code | Branch Name |
|--|------------|----------------|---|-------------|--|
| 1 | 1 | OUCEPF | O U COLLEGE OF ENGG HYDERABAD - SELF FINANCE, HYDERABAD | BME | BIO-MEDICAL ENGINEERING (Bi.P.C. STREAM) |
| ----- End of Options. Printed as on Dt: Oct 20 2024 4:17:00:00PM ----- | | | | | |

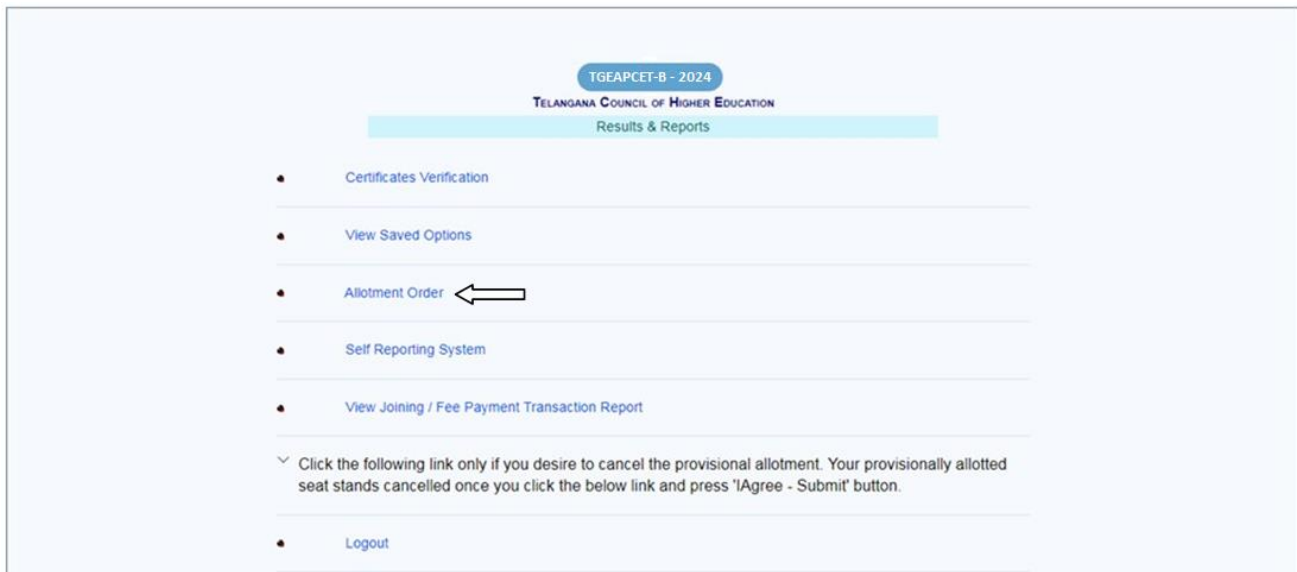
- h) The candidate is required to check the list of options given in the printout of the given options.
- i) For any modifications in the Options given, please login again through Candidates Login in the website.

VII. AFTER ALLOTMENTS OF SEATS:

1. After TGEAPCET-BiPC Seat allotments are announced, the Candidate can verify the Allotment Status in Candidate Login. The following screen appears in Candidate Login.



2. In Candidate Login, Click on Allotment Order as given in the following screen



3. On clicking of Allotment Order as given in the above Screen, If allotted, the following screen appears with the details of allotment and Tuition fee amount to be paid by the Candidate.



| | | | | | |
|--------------|----------|----|-----------------|-----|----|
| App Form No. | 2023 | 01 | Form | 006 | 01 |
| Serial | 01 | 01 | Form's Name | 01 | 01 |
| Date | 01/07/23 | | Category/Region | 01 | 01 |

PROVISIONAL ALLOTMENT ORDER (Final Phase)

This is to advise that the options exercised by the candidates have been processed based on merit, rank, local area, sex, category, Special Reservation Category (SC/ST/PwD) and the candidate has been allotted a seat in

INFUH UNIVERSITY COLLEGE OF ENGINEERING AND TECH HYDERABAD (IETH), HYDERABAD, INDIA
in **SC/ST/PwD** category.

Tuition Fee fixed for the college/course is Rs. 50000 /- .
Tuition Fee to be paid by the candidate is Rs. 0 /- .
Telangana Green Fund contribution is Rs. 100 /- .
Total Fee to be paid is Rs. 51000 /- (Including other fee whenever applicable)

The students belonging to SC/ ST/ BC/ EBC/ OBC/ Minority categories will be considered for reimbursement of Tuition Fee (TF) which is subject to verification and eligible criteria prescribed by Government of Telangana from time to time. In the event of the candidate found not eligible for fee reimbursement, the candidate shall have to pay the total fee.

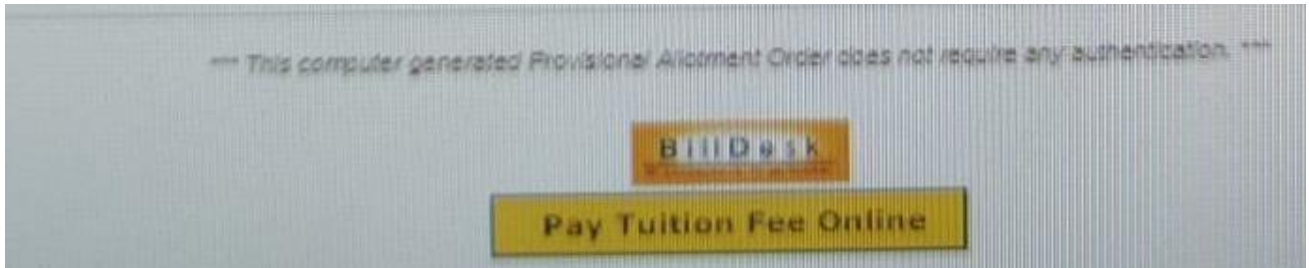
Instructions to Candidates:

- Download the allotment order, pay Tuition Fee through online payment (Credit Card/Debit Card/net banking).
- Candidates / Parents are advised to make Tuition Fee Payment from their own Bank Accounts, in case of refund, if any, the amount will be credited back through online into the same Bank Account from which the payment was made.
- Candidates / Parents are advised to verify the amount limit of Credit Card / Debit Card / Net Banking before making Tuition Fee payment.
- Payment through online (Net Banking/Credit Card/Debit Card).**
On allotment order **Click on Pay Fee Button** you will be directed to Payment Gateway. Make the payment accordingly, duly entering the details as per the payment mode selected. Take the print out after payment as which Order ID number will appear.
- Self Reporting System:** Login to website <https://tsacet.nic.in> = **Click on Self Reporting System** = **Details** of the Candidate along with Order ID will appear = verify Order ID number = **Click on Submit Tuition Fee Reporting** will appear (date the provision), on which Hall Ticket Number, Rank, Name, Father Name, Allotted College, Branch and **Admission Number** are available. This activity is **mandatory** as to confirm your admission.
- Make the Payment on or before **22-07-2023**. In case of failure to pay the amount on or before **22-07-2023** and not reporting through self reporting system, this provisional allotment order automatically stands cancelled and candidate has no claim on the provisional allotment now made.
- The candidate has to report at the allotted college after final Phase I, from **09-08-2023 to 11-08-2023** and handover a set of Xerox copies of certificate and original Transfer Certificate (TC). Not reporting at the allotted college from **09-08-2023 to 11-08-2023**, this provisional allotment order automatically stands cancelled, for details and updations see the website <https://tsacet.nic.in> periodically.
- After payment of Tuition Fee, if the candidate wants the provisionally allotted seat through online on or before **22-07-2023**, full Tuition Fee paid will be refunded, if cannot thereafter (leave see details on forfeiture of Tuition Fee (TF) in the website <https://tsacet.nic.in> in detail notification).
- Candidates who are satisfied with the amount allotted and paid the Tuition Fee through online and self-reported through website need not exercise options in further phase of counselling.
- All the eligible candidates can participate in next round of counselling, if any, for change of college / branch, if desired.
- The candidate can participate in subsequent phases of counselling without paying Tuition Fee in first phase, but the provisional allotment made in first phase automatically stands cancelled and candidate has no claim on the provisional allotment now made.
- The Sports and NCC quota seats reserved are not considered for allotment in first phase of counselling. All the candidates (General Reservation under NCC / Sports) shall exercise address in subsequent phases of counselling so as to consider their candidature for allotment under NCC / Sports quota as per the amenities awarded by the Department concerned.
- Cancellation of Provisionally Allotted Seats:** Login to <https://tsacet.nic.in> website = **Click on Self Reporting System** = **Details** of the Candidate along with Order ID will appear = verify Order ID number = **Click on I Agree** = **Submit Button**. Your provisionally allotted seat stands cancelled and will not be permitted to participate in next round of counselling, if any.
- The candidate at the time of self reporting shall give an undertaking through online that he / she will request the admission through Degree Online Services Telangana (DOSST), if any.

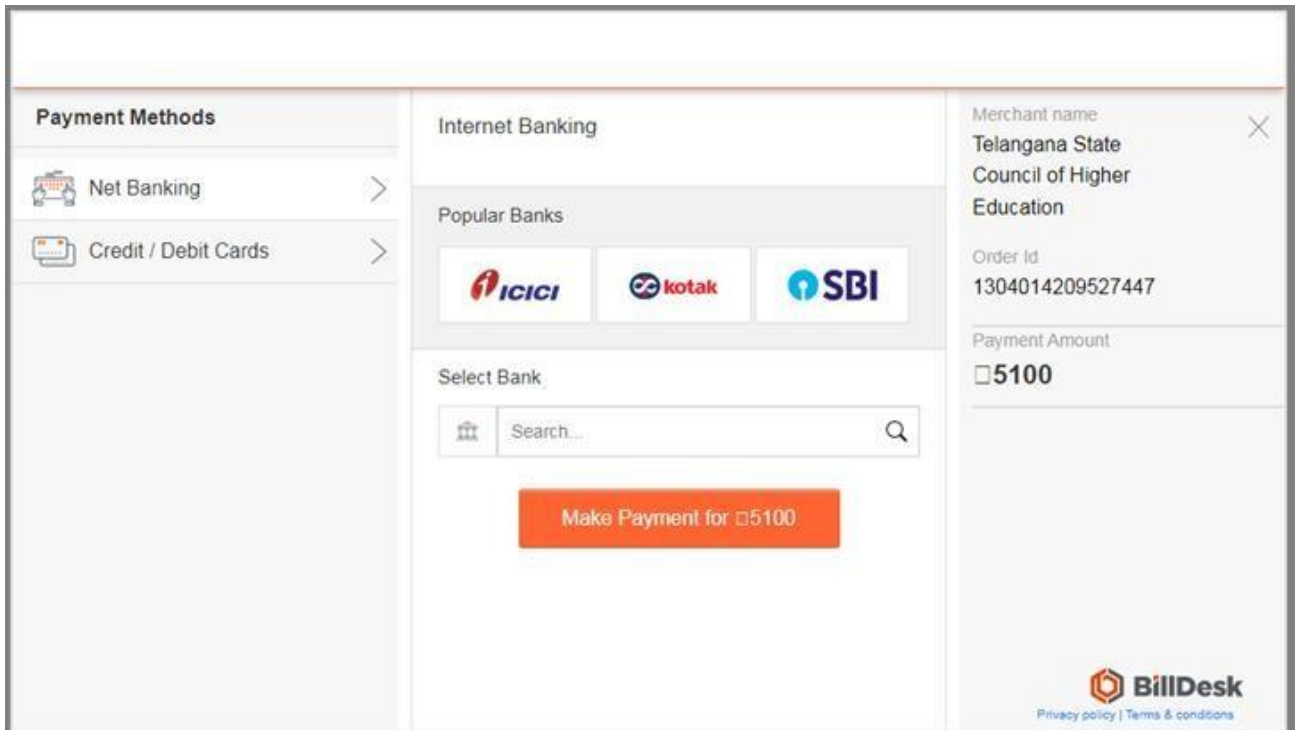
Note: Candidates are informed to verify the transaction limit and validity of Credit / Debit Card before proceeding for payment. Candidates are informed to pay Tuition Fee from their own account or parents account. In case of refund, if any, will be credited to the same account.

VIII. TUTION FEE:

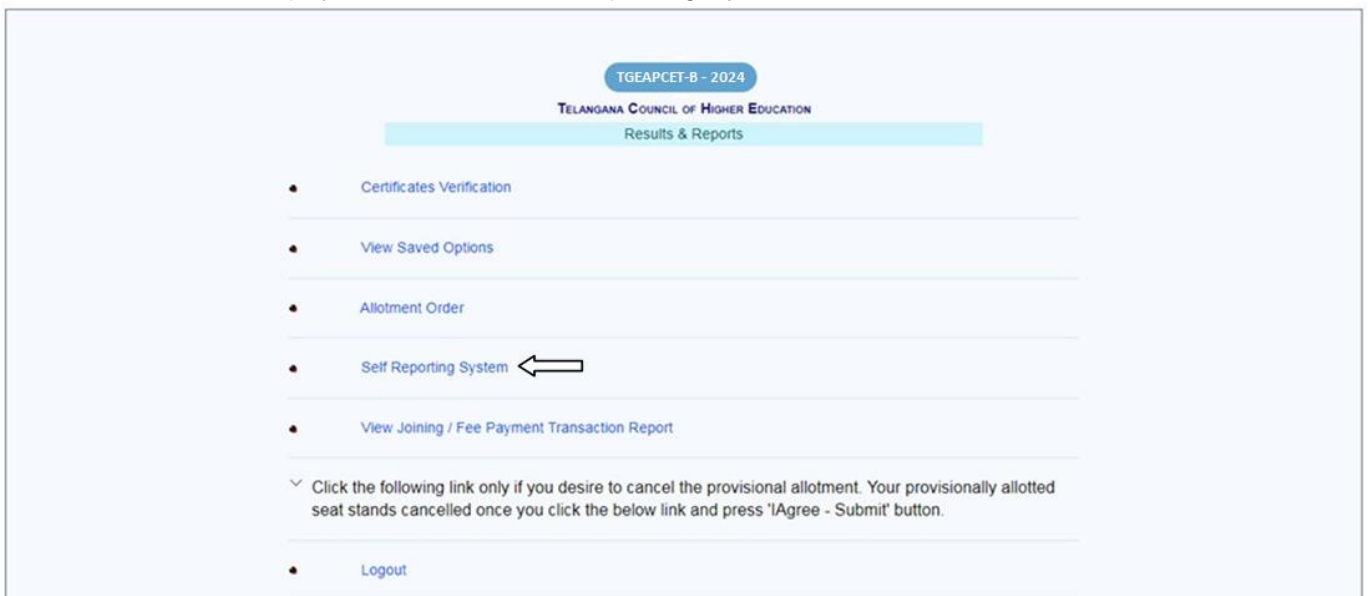
- At the bottom of the allotment order, there is Pay Tuition Fee Online as shown in the following screen



- Click on the button Pay Tuition Fee Online
- The following screen appears with the specified Tuition Fee as shown in the screen



4. Choose either of the Payment Methods
 - i. Credit Card or Debit Card
 - ii. Net Banking
5. Proceed for payment of Tuition Fee by clicking Make Payment for...
6. After payment click on Self Reporting System.



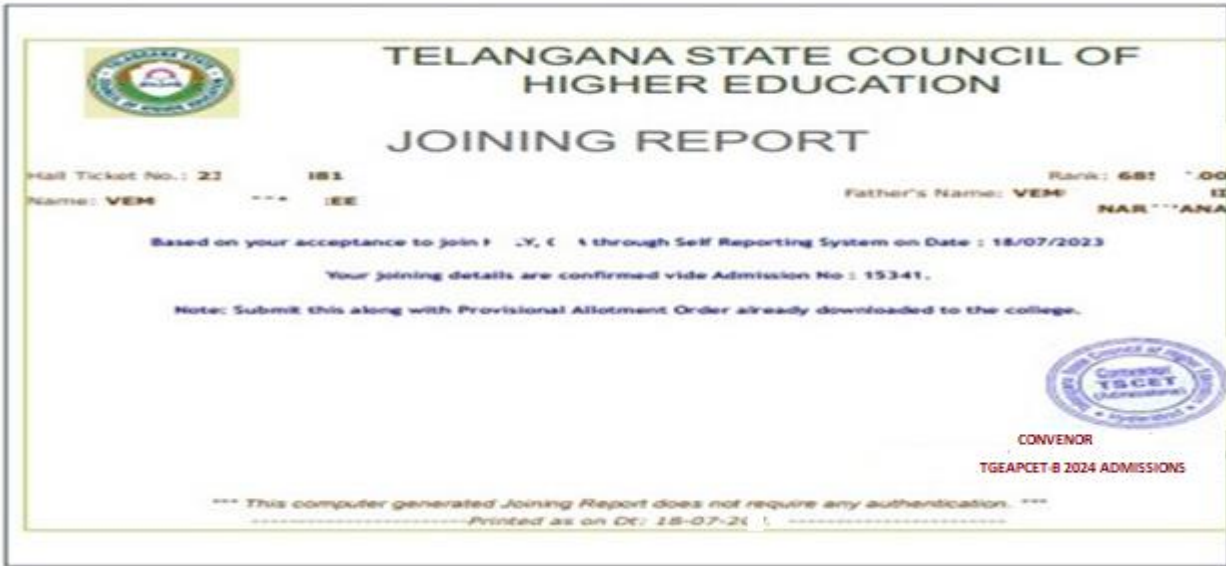
7. Click on Self Reporting System and then details of the Candidate along with Order ID will appear. Verify Order ID Number and Click on Submit button.
8. The Joining Report will be displayed. Take the Printout
9. The Candidate details–Candidate Hall Ticket Number, Rank, Candidate Name and Candidate Father's Name along with the Allotted College & Branch with Admission

Number is displayed.

10. Take the printout of the Joining Report which is also called as Self Reporting.

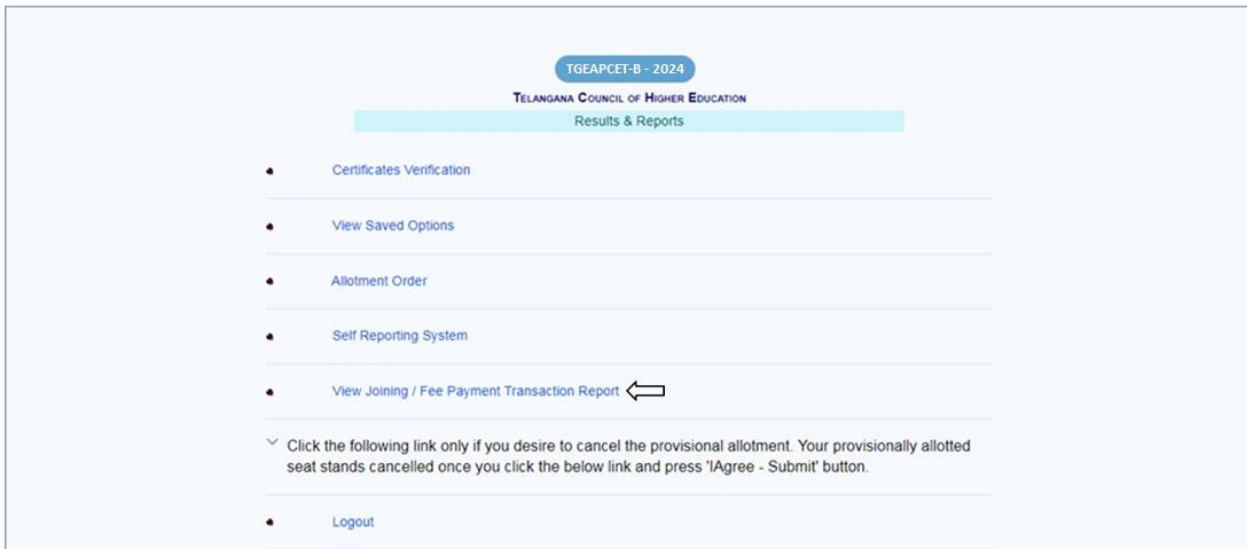
7/18/23, 11:52 AM

tesatncet-hc://hr/eech/and_joining.aspx



IX. For viewing the Payment Transaction status

1. Click on View joining report/Fee Payment Transaction Report to view payment details as given in the following screen.



The following screen appears



ADMISSIONS INTO ENGINEERING AND PHARMACY TGEAPCET-B - 2024

[View Joining Report](#)

[View Fee Payment Transaction Details](#)

2. Click on View Fee Payment Transaction Details as given above
3. The following report will be displayed. The details of all transactions with payment of Processing Fee and Tuition Fee will be displayed as given in the following screen.



TELANGANA COUNCIL OF HIGHER EDUCATION
TGEAPCET-B - 2024

FEE PAYMENT TRANSACTION DETAILS

Hall Ticket No.: XXXXXXXXXX
Name: DUMMY NAME

Rank: XXXXX
Father's Name: DUMMY NAME

[Print](#)

| TRANSACTION STATUS/ RESULT | |
|----------------------------|------------------|
| ORDER/REQUEST ID | 1304014209748015 |
| BANKTRANSACTION ID | 0300 |
| BANK TRANSACTION STATUS | 0300 |
| AMOUNT | 600.00 |
| ROLL NUMBER | 1304014209 |
| RANK | 1982 |
| FEE TYPE | 1982 |
| BANK TXN MESSAGE | PGS10001-Success |
| TRANSACTION DATE | 08/06/2024 |