TELANGANA COUNCIL OF HIGHER EDUCATION, HYDERABAD

Dt:31.07.2024

GUIDELINES AND SCHEDULE FOR CONDUCTING THE PROCESS OF ADMISSIONS TO FILL UP 30% OF SEATS UNDER MANAGEMENT QUOTA (CATEGORY 'B') INTO B.E/B.TECH, B.PHARMACY AND PHARM-D COURSES FOR THE ACADEMIC YEAR 2024-25

The Managements of **Non Minority/Minority** Private Unaided Engineering and Pharmacy colleges having AICTE recognition & University affiliation in the State of Telangana are required to follow the admission Guidelines and Admission Schedule issued as below for conducting the process of admissions to fill up 30% of seats under Management Quota (Category 'B') into B.E/B.Tech, B.Pharmacy and Pharm-D courses for the academic year 2024-25 in a fair, transparent and non-exploitative manner.

Guidelines for conducting Admissions for the academic year 2024-25:

1. The Managements shall adhere to the time schedule announced by TGCHE given below for category 'B' admissions for the year 2024-25.

2. Notification shall be issued by the Managements of the colleges in **at least three leading daily newspapers, one in each language i.e., English, Telugu & Urdu. It should contain the following details**:-

   a) Minority/Non-Minority Status of the college
   b) Management & NRI seats available, branch wise
   c) Application format
   d) Registration Fee to be paid and mode of payment
   e) Tuition fee details
   f) Last date for submission of application by the candidates
   g) Mode of submission both (Online & In-person)
   h) Venue for collecting blank application and submission of application form

3. Applying 'Online' by the candidates seeking admission shall be permitted. **The details of college web portal shall be provided.**

   a) Managements shall entertain all the requisitions made before the last date for supply of application forms in person and shall issue acknowledgement to the applicants registered both online and offline.
   b) Candidate shall submit duly filled in application form before the last date prescribed for submission to the Managements of the college concerned along with the prescribed registration fee in favour of the Management through Demand Draft / Payment gateway as indicated in the notification.
   c) Those students who are desirous of applying to other colleges shall do so by submitting separate applications along with registration fees prescribed.

d) The filled in application form shall indicate the order of preference of the candidate for different courses offered by the college.

4. Managements shall maintain day wise register for recording the Receipt of Application Forms (candidate name, address, mobile number etc.,) in person.

5. Management shall issue necessary instructions to the candidates with regard to payment of Application & Registration Fee.

6. Eligibility Criteria and order of merit:

   a) *NRI - The institutions that are approved by All India Council for Technical Education are permitted to fill NRI seats not exceeding 15% of the sanctioned intake in each course for the academic year shall admit NRI / NRI Sponsored candidates who have passed the qualifying examination with not less than 50% marks in the prescribed group subjects or 50% aggregate marks in the qualifying examination or Cumulative Grade Point Average (CGPA) equivalent to 5 on a scale of 10.*

   b) *JEE (Mains) - The Vacant seats from NRI Quota if any remaining 15 % seats the sanctioned intake shall be filled on merit basis with candidates including from other States and Union territories who have secured All India rank at JEE (Mains) following the eligibility criteria prescribed in rule (4) of GO's 74 & 75, Dt:28.07.2011 and secured not less than 45% of marks in the prescribed group subjects in the qualifying examination or equivalent*

   c) *TGEAPCET - The seats remaining unfilled from the above shall be filled with eligible candidates, who have qualified the TGEAPCET-2024 examination on merit basis following eligibility criteria laid in rule (4) of G.O's.74 & 75, Dated 28.07.2011.*

   d) *Thereafter, if any seats still remain unfilled, such seats may be filled on merit basis with candidates securing not less than 45% (40% in case of candidates belonging to reserved categories) of marks in the prescribed group subjects taken together/ aggregate marks in the qualifying examinations, as prescribed.*

7. Managements shall prepare combined list of all the applicants, both applications received online and offline (in-person) for each course and shall display the same on web portal and notice board of the college.

8. Separate merit list of applicants shall also be prepared for each course on the basis of NRI Status / JEE (Mains) / TGEAPCET Rank / percentage of marks in the prescribed group subjects taken together/aggregate marks in the qualifying examinations and shall display the same on web portal and notice board of the college.

9. Selection list of candidates for admission against the available seats for each course under Category 'B' admissions, shall be prepared discipline wise following the priorities of category of students (NRI, JEE Mains, TGEAPCET / Marks in the qualifying examination as prescribed in relevant G.O's. and shall display the same on web portal and notice board of the college

10. The Managements of Engineering Colleges shall follow the following schedule for Category B admissions

i)	Issue of Notification by the Managements of the college in leading newspapers and display on the college website as mentioned in item No.2 **(Minimum of Six (6) working days should be given to apply)**	**01.08.2024 to 09.08.2024**
ii)	Closure of admissions	**29.08.2024**
iii)	Submission of Admission lists to the Competent Authority **in prescribed format.**	**10.09.2024**

Note : Detailed Instructions will be issued later.

11. The date of reporting for admission in to the college is to be informed to the selected candidates following the schedule announced by the authorities and acknowledgement of the candidate who joined at the college shall be obtained.

12. Vacant seats, if any, from the selection list shall be filled (branch wise) from the merit list of the applicants, which was announced already.

13. Class work of colleges for the academic year 2024-25 shall commence from the date as informed by the Authority.

14. The final admission list of the candidates shall be submitted to the Secretary, TGCHE on or before the cut-off date prescribed along with the copies of the following documents.

   i)   Paper Advertisement in Original published in leading daily newspapers (Telugu, English, Urdu)

   ii)   The Managements of the colleges shall submit day wise list of applicants.

   iii)   Application forms provided through online and offline mode. Only one application is sufficient for all the programs offered by the college.

   iv)   AICTE approval to admit NRI Candidates, if any

   v)   Merit list of eligible applications as per rule 6(ii)2(v) GO.Ms.No.74

   vi)   Separate Merit List of Candidates applied (Branch wise)
           a) NRI
           b) Management

   vii)   Selection list of candidates in each Branch (1st, 2nd, 3rd…… etc.,)
           a) NRI
           b) Management

   viii)   List of NRI Students applied and admitted

   ix)   List of Other State students applied and admitted

   x)   No. of Left over seats remaining, and filled with eligible candidates

xi)   Dates of Interviews conducted to the Applicants

xii)   List of rejected candidates after Interviews with reasons

xiii)   Undertaking by the Principal / Secretary of the College

15. The Managements of the colleges are required to submit the following Original certificates of the admitted candidates at the time of verification

i)   TGEAPCET – 2024 Rank Card / JEE Rank Card with Hall Ticket

ii)   SSC / 10th Class Marks Memo

iii)   Intermediate / Diploma Marks Memo

iv)   Intermediate / Diploma Transfer Certificate

v)   Community certificate (in case of SC/ST/BC)

vi)   Equivalency certificate from BIE /AIU (in case of students who passed the qualifying examination from other states and other countries.)

Note:-

1. **The Managements are advised to comply with the Government Orders / Council Guidelines while admitting the students particularly from other board/universities**

2. **The Candidates should have passed Maths, Physics & Chemistry in CBSE examination or by any other examination authorities/Boards.**

Sd/-
SECRETARY