AP ICET 2025 ADMISSIONS
DETAILED NOTIFICATION

Final Phase Couselling for admission into MBA and MCA courses

The Qualified and eligible candidates of AP ICET-2025 who are desirous of seeking admission into MBA/MCA Programmes are informed that the final phase of web counseling process will be as per the following schedule. The candidates are instructed to follow guidelines/Instructions to proceed with the web counseling process.

Subject	Dates
Publication of Notification in News papers	03 – 09 – 2025
Registration cum payment of processing fee	03 – 09 – 2025 To 06– 09 – 2025
Verification of uploaded Certificates	04 – 09– 2025 To 07– 09– 2025
Exercising of Web Options	05 – 09 – 2025 To 08 – 09– 2025
Change of Web Options	09-09 – 2025
Allotment of seats for final phase counselling	11 – 09 – 2025
Self-reporting and Reporting at the colleges	11 – 09 – 2025 To 13 – 09- 2025

Qualified and eligible candidates of AP ICET-2025 are informed to participate in final phase of web counseling for the seats available in universities and colleges in MBA and MCA programs in the State of Andhra Pradesh for the academic year 2025-26 on payment of processing fee as detailed below.

PAYMENT OF PROCESSING FEE:
1. Rs. 1200/- (for OC/BC) and Rs. 600/- (for SC/ST/PH) through online by

credit card/ debit card/ (or) net banking through the "Pay Processing Fee" link in the web site https://cets.apsche.ap.gov.in/

2. All the candidates applying for final phase counselling can pay the processing fee during 03–09–2025 to 06-09-2025 using URL https://cets.apsche.ap.gov.in/

3. For payment of the processing fee, please visit https://cets.apsche.ap.gov.in/ and click on Pay Processing Fee.

4. Enter the AP ICET Hall Ticket number and Rank and click on pay fee online.

5. The candidate will be directed to the payment gateway.

6. Select any one mode of payment i.e., credit card or debit card or net banking and enter credentials.

7. Once the payment is successful, click on the print button and take a printout

8. **Candidates need not pay the processing fee if they had paid the fee during the first phase counselling. Candidates who are already registered (and certificates verified) during the first phase can directly proceed for web options.**

The following are the scanned certificates to be uploaded at the time of registration.

1) AP ICET-2025 Hall Ticket

2) AP ICET-2025 Rank Card

3) Transfer Certificate (T.C.)

4) Degree Marks Memos/Consolidated marks memo

5) Degree Provisional Certificate

6) Intermediate Marks Memo/Diploma Marks memo

7) S.S.C. or its equivalent Marks memo

8) Study Certificates from   Class IX to Degree

9) Residence Certificate (in case where candidate has no institutionalized education) in respect of Private candidates of AP state.

10) Residence certificate of either of the parent in AP for 10 years excluding the period of employment outside Andhra Pradesh from the competent authority in respect of Non-Local Candidates.

11) Latest valid Income Certificate or Ration Card issued by the competent authority containing the name of the candidate

12) Caste Certificate issued by competent authority in respect of SC/ST/BC

13) Economically weaker section (EWS) certificate if applicable

14) Local status certificate if applicable i.e., a candidate who migrates to any part of the state of Andhra Pradesh from the state of Telangana within a period of Seven years from the 2nd day of June, 2014 shall be regarded as the local candidate in the state of Andhra Pradesh.

ELIGIBILITY TO MBA AND MCA PROGRAMS:

Candidates who secured 50% (For OC) and 45% (SC/ST/BC) aggregate marks in Degree or its equivalent examination are only eligible for admission.

Program	Eligibility
MBA	Any degree of minimum three-year duration with Mathematics as one of the subjects in SSC. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
MCA	Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination. (**OR)** Passed B.Sc./B.Com./B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University). Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.

Note:
1. Once the Certificates Verification is complete, the qualified candidates can exercise their options from any Internet cafe or Help Line Centre or from their Residence on the mentioned dates as per the schedule.

2. The detailed Procedure and schedule for Exercising Options is placed in the Website: https://cets.apsche.ap.gov.in/

3. **The candidates who are admitted in the first phase counselling should select only better options compared to the course they were already admitted in. Contrary to this, candidates who could not get admission during the first phase counselling should apply for as many options as possible in order to ensure an admission in at least one of them as per the order of his /her preference.**

4. Candidates who are willing to continue in the same course in which they are admitted in the first phase need not participate in the final phase

counselling.

5. After exercising Web options in the final phase, if required, they can be changed on **09-09-2025** only

6. Allotment of seats will be placed in the Website on **11-09–2025**

7. For all other details and updates, please visit the Website.

8. Fee particulars and seats available under Convener Quota College wise will be available on the website https://cets.apsche.ap.gov.in/ before the commencement of Option Entry.

9. The Government (G.O.Ms.No.77 and its amendment G.O.Ms.No.4) ordered that in case of Post-Graduation courses, the (i) "Post Matric Scholarships (RTF)" and (ii) "Post Matric Scholarships (MTF)" schemes shall be applicable only to the students admitted under Convener quota in the Post Graduate programs/Courses offered by the State funded Universities and Government Degree/PG Colleges in the State of Andhra Pradesh from 2020-21. The above is not applicable in case of Post Graduate programs/courses to the students admitted under convener quota, either regular or self-finance mode, in the Private Aided and Private Unaided Degree/PG Colleges from the academic year 2020-21 fresh admissions.

Convener Office address:

CONVENER, AP ICET-2025 ADMISSIONS,
Computer Centre Ground Floor, Andhra University,
Visakhapatnam
PIN 530 003

Domain Contact Details:
Email-Id: admissionapicet@gmail.com
Help Line Numbers: 0891-2711744

Technical Contact Details:
Help Line Number: 9154032856/0891-2844992

Date: 0 3 – 09 – 2025   CONVENER
Place: VISAKHAPATNAM   AP ICET-2025 ADMISSIONS