USER GUIDE TO FILL THE ONLINE APPLICATION FORM FOR APPGCET – 2023

The candidates are advised to be ready with the **following mandatory / optional details** to fill in the appropriate fields before filling the Online Application Form.

The Mandatory Details are as follows:

S. No	DETAILS REQUIRED	DOCUMENT TO BE REFFERRED
1	Debit/Credit Card or Net BankingDetails (If payment is being made through Debit/Credit Card/Net Banking)	Debit/Credit Card/Net Banking Details
2	Qualifying Examination Hall ticket Number as per Eligibility Criteria	Marks Memo / Hall Ticket Number of Qualifying Examination
3	Date of Birth	Birth Certificate / SSC or Equivalent Certificate
4	Course Applied for PG, PG Diploma and 5 yr. Integrated courses.	Eligibility Criteria in the APPGCET-2023 website
5	Local Status	The local candidate certificate issued by MRO or Competent Authority

The following system requirements need to be available to comfortably browse APPGCET-2023 official website https://cets.apsche.ap.gov.in/APPGCET2023

SYSTEM REQUIREMENTS:

For better viewing of website https://cets.apsche.ap.gov.in/APPGCET2023 smooth Application submission through ONLINE mode, the candidates are hereby informed that the following computer system Requirements are most

DESIRABLE:

Browsers such as Google Chrome / Mozilla Firefox 3.6 and above /Internet Explorer 6.0 and above

Screen Resolution: 600x800

Adobe Acrobat Reader 8.0 and above

Disable the pop-up blocks and uninstall all the Script blockers.

Debit/Credit Card /Net Banking

- 1. If you choose the payment using Debit/Credit Card / Net Banking mode, gothrough the Instruction booklet carefully and be ready with ALL the required details for ONLINE SUBMISSION.
- 2. Click on "MAKE PAYMENT" button and proceed by filling the required details

You will be redirected to the Payment Gateway site Note down the "Payment Reference Id." for future correspondence.

Note: During the Payment process, do not click on Back / Refresh buttons. Also do not close the Browser page abruptly.

After your Payment is successful, (A "Payment Reference Id." Will appear on the screen. Note down the "Payment Reference Id." Then proceed with the "Application Form" filling process.

APPGCET - 2023 FEE PAYMENT AND ONLINE APPLICATION FORM FILLING PROCESS

VISIT

https://cets.apsche.ap.gov.in/APPGCET2023

On your Internet Browser (Preferably Internet Explorer version 6.0 and above) type the website address VISIT https://cets.apsche.ap.gov.in/APPGCET2023 and press ENTER button and you will see the following screen displayed on the computer screen.



Under Application, you can find the four steps as shown in the above screen

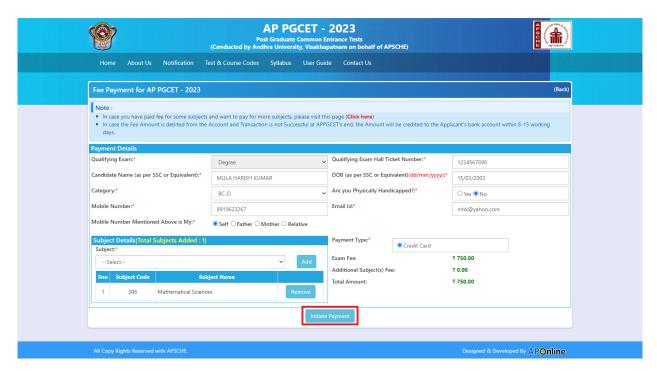
- Step-1: Fee Payment: Candidate can make Online Fee Payment through this option.
- Step-2: Know Your Payment Status: Candidate can check Success/Failure status of Fee Payment
- Step-3: Fill Application (Only After Fee Payment): After fee payment, Candidate should fill the Application through this Option
- Step-4: Print Application Form (Only After Submitting Application Form): After application form submission, candidate can print the Submitted Application Form
- **Step-5**: **Additional Subjects Fee Payment:** Candidate can make additional subject fee payment for APPGCET-2023

Step-1: Fee Payment

Click on the "Fee Payment" field as shown encircled below. A new page will appear on the screen.

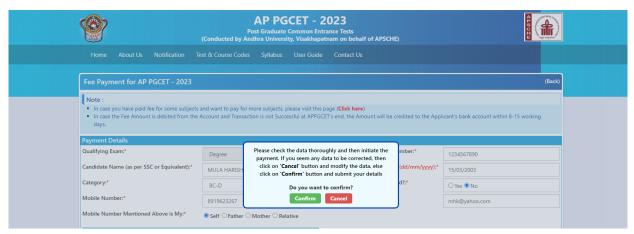


Clicking on Fee Payment button will navigate to Fee Payment for AP PGCET-2023 page as shown in the screen below.



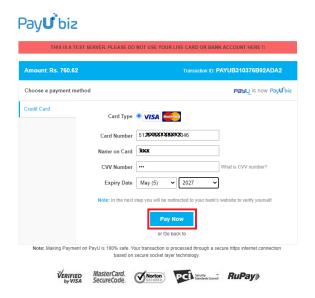
Qualifying Exam, Qualifying Exam Hall Ticket Number, Candidate Name (as per SSC or Equivalent), Date of Birth, Category, Are you Physically Handicapped, Mobile Number, Email Id, Mobile Number Mentioned Above is My, Subject(Add Subject from the drop-down list), Payment Type After entering the correct and mandatory details the web page of Payment through Debit Card/Net Banking web page given below and click the encircled button Initiate Payment.

Clicking on Initiate Payment button, a pop message is displayed with Confirm & Cancel button for confirming the details entered for making fee payment as shown below. Select Confirm to proceed for payment.



Be ready with the **Card Related Details** (**Card number**, **Expiry date** / **from date**, **Security Code** / **CVV number etc.**). Payment gateway page is shown below for ref.

After clicking the **Confirm** button, the following **"Payment"** web page will appear.



(NOTE: During the Payment process, DO NOT double clicks on buttons or clicks on Back / Refresh button or DO NOT close the Browser web page abruptly.)

Note: The Candidate can use any Bank Card (Debit / Net Banking) provided it is either VISA or MASTERCARD or MAESTRO type.

For example, the candidate may possess a State Bank of India Debit Card /Net Banking or Andhra Bank Debit Card /Net Banking or ANY Bank Debit Card /Net Banking and the candidate has to identify what is the **Card Type logo** on his / her card as given below:

After the relevant **Card Type** logo is selected by the candidate, click on the button "**Make Payment**" and the control will automatically take you to the **BANK PAYMENT GATEWAY** screen.

For example, after filling the mandatory details the control will lead you to the **BANK PAYAMENT GATEWAY** web page and click on "Pay Now" button as shown above.

The confirmation of successful payment of Registration Fee is shown with the "Transaction is Successful" item in the below web page "Payment Status" along with Payment Id.

After Successful Payment web page automatically redirect to below shown page.

To fill the Online Application Form, click on "Proceed to Fill Application" as shown below.



AP PGCET - 2023

Post Graduate Common Entrance Tests (Conducted by Andhra University, Visakhapatnam on behalf of APSCHE)



Home About Us Notification		ırse Codes Syllabı					
AP PGCET - 2023 Application Fo	orm						(Ba
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OOB(dd/mm/yyyy):*		Number:		Birth State:*		Birth District:*	and of the organization
15/03/2003	Enter A	Aadhaar Number		Select	~	Select	
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State:*	Pincode			Mobile Number:*		Alternate Mobile	Number:
Enter State		incode		8919623267			Mobile Number
Telephone Number (Landline):	Email Id:						
Enter Telephone Number (Landline)		yahoo.com					
Qualification Details							
Qualification:*	Hall Tick	et No:*		Branch:*		Name of Univers	ity/institute: *
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Name of College:*	Year of F	assing:*					
Enter Name of College	Sele	ct	~				
Medium of instruction:*	Second	Language studied:		Percentage/CGPA/GPA:			
○ English ○ Telugu ○ Urdu ○ Others	Sele	ct	v	○ CGPA/GPA ○ Percent	age O Waiting for Resul	its	
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SSC or Equivalent (10th class);*	OUrban			227000220000000			
SSC Hall Ticket No.:*		of Passing:*		Year of Passing:*			
Enter SSC Hall Ticket No	Sele	ct	~	Select	*		
Other Qualification Details							
Name of the Degree:		the University/Institu		Name of the College:		Year of Passing:	
Enter Name of the Degree	Enter I	Name of the University,	/Institute	Enter Name of the Co	llege	Select	
Percentage(%):							
Enter Percentage							
Particuars in study pertaining to con	secutive seve	n (7) years ending w	vith qualifying	examination			
Note: Candidates those who have not stu	died Intermedia	te, they may type "#N	A" in the concer	ned field and proceed fur	ther.		
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	From	То				- 22	
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10th Class	Select ¥	Select V	Enter School/Bo	and/University	Sele	ict V	Select
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Intermediate/(10+2) II Year	Select 🕶	Select 🕶	Enter School/Bo	ard/University	Sele	ict 🗸	Select
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Degree II Year	Select 🕶	Select V	Enter School/Bo	ard/University	Sele	ict v	Select

Class/Degree	Academ	ic Year	Name of School/Baord/University	State of Study	District/State
Class/Degree	From	То	Name of School/Baord/University	State of Study	District/State
9th Class	Select ♥	Select 🕶	Enter School/Board/University	Select	Select
10th Class	Select 💙	Select 🕶	Enter School/Board/University	Select	Select
Intermediate/(10+1) I Year	Select V	Select 🔻	Enter School/Board/University	Select	Select
Intermediate/(10+2) II Year	Select 💙	Select 🔻	Enter School/Board/University,	Select	Select
Degree I Year	Select 💙	Select 🔻	Enter School/Board/University	Select	Select
Degree II Year	Select 💙	Select 💌	Enter School/Board/University,	Select	Select
Degree III Year	Select 🕶	Select 🕶	Enter School/Board/University	Select	Select
Any other degree after graduation	Select v	Select v	Enter School/Board/University	Select	

Prioto & Signature Details
Instructions for Photo & Signature
Refore filling up the application form the candidate should have a scanned image of his/her photograph and signature. These scanned images are to be uploaded during the submission of application form. The photograph should be inclosur or byte (but clear contrast) with name of the candidate and date of taking the photograph printed on it. It should be without cap or googles, Spectacles are allowed. Polaroid photo are not acceptable.

To be uploaded during the submission of online application from
Photograph 30cili in size and [1.3 forms.15cm] in dimension should have the name of the candidate and the date on which the photograph is taken printed on it.
Signature of the candidate shall be scienced 90cili in size and [1.5 cms1.5cm] in dimension separately and uploaded bries.

Note: **Pease Upload PICE/PIC fires only.*

Photograph of the Candidate: *

Signature of the Candidate: *

Signature of the Candidate: *

Choose File No file chosen Choose File No file chosen

Preference 2:*

--Select--Preference 3:*

--Select-v

Declaration

Declaration

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Save: Will temporarily save the filled details, which is not considered as application submission. The same can be retrieved at your convenience and you can continue to fill the rest and submit the form.

the form.

Preview & Submit: You will have a chance to preview you application and then finally confirm your application by clicking in Submit button.

Stree

Freview & Submit:



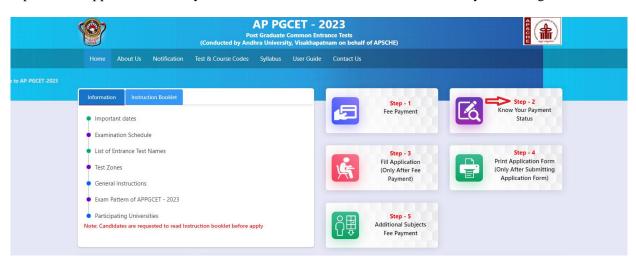
Candidate has two options either to proceed to fill in the application immediately or at a later date. Click on "**Proceed to Fill Application**" to fill the application immediately and you will be taken to the Application screen as described in **Step 1**. If you choose another day to fill the application, simply close the window and in such case, you need to start from **Step 3**.

In some rare case, if the amount is deducted from your account and message of "Transaction is successful" or the payment reference ID is not displayed, wait for few hours and check your payment status as described in Step 2.

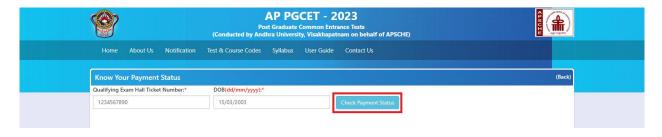
Otherwise pay the registration fee again as in **Step 1.** The amount deducted from your account made in the first attempt will be refunded or rolled back into your account.

Step-2: Know Your Payment Status

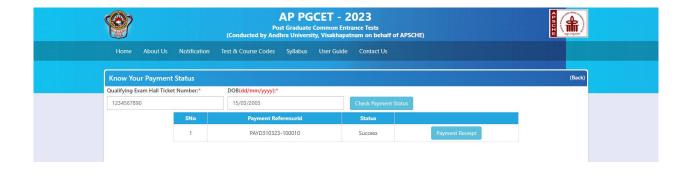
After completion of Application Fee Payment, Candidate can check the Status of the Payment using below tab.



By clicking on **Know Your Payment Status** tab, the following screen will be displayed. Enter **Qualifying Examination Hall Ticket No, Mobile Number** then click on **Know Your Payment Status** button for checking the status of the payment as shown.



By clicking on **Know Your Payment Status button**, the following Payment Status screen will be displayed. Click on **Payment Receipt** button to download.



Step-3: Fill Application (Only After Fee Payment)

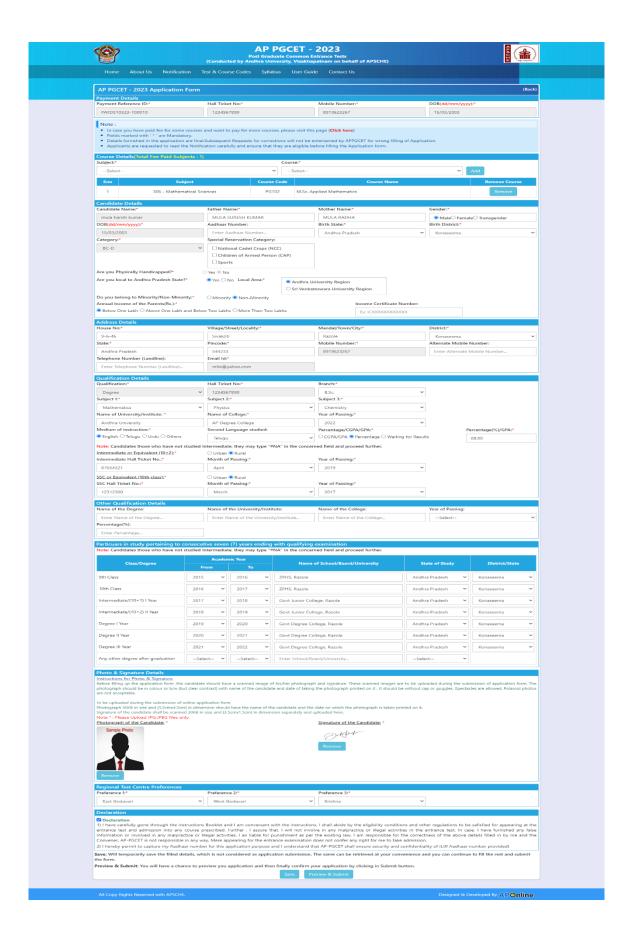
Candidate can fill the APPGCET-2023 application form through this option. Select Fill Application Form link from APPGCET-2023 website home page as shown in the screen below.



After clicking on **Fill Application Form** tab in home page, the following page will be displayed. Enter **Payment reference ID, Qualifying Examination Hall Ticket No, Mobile Number, Date of Birth** and click on **Proceed to Fill Application** button as shown in the screen below.

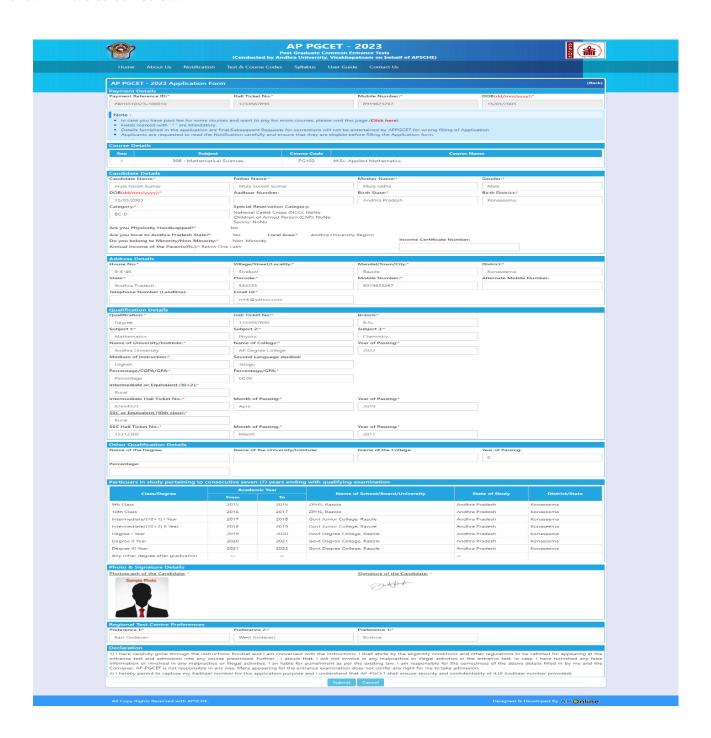


An application form will be displayed as shown in the screen below, fill in all the mandatory and relevant details in the application form and click on **Preview/Submit** button.



After furnishing ALL the required data and correct particulars, read the declaration at the end of the page and select the check box if you are done with Online Application Formfilling. Then, click on **Save** button to save the data partially or finally.

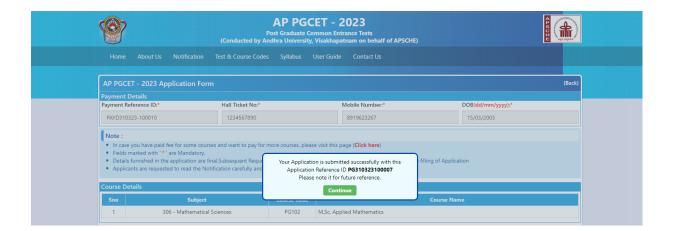
Clicking on **Preview/Submit** button will display the preview page where candidate can review application as shown in the screen below.



After the data is previewed, the data need to be confirmed by clicking on **Submit** button to finally submit the application. The data in the application is frozen and no more editing is allowed.

After clicking on **Submit** button, the application will be submitted and a pop-up message will be displayed as shown in the screen below.

By clicking on **Submit** button, candidate can view pop up alert as "**Your application confirmed successfully. Please note your Registration Number for further correspondence" with Continue Button**. Candidate can take print application by clicking on **Continue** button which is useful for further correspondence.



By Clicking on **Continue** button, candidate can view the **Receipt** of the Application form as shown in the screen below.



APPGCET-2023



Post Graduate Common Entrance Tests

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(Conducted by Andhra University, Visakhapatnam on behalf of APSCHE)

APPGCET - 2023 Application Receipt

APPGCET - 2023 Application Reference Id : PG310323100007

1. a)Qualifying Examination : Degree
b)Qualifying Examination : Degree
c)Year of Appearing/Passing the Examination : 1234567890
c)Year of Appearing/Passing the Examination : English
2. a)Candidate's Name : MULA HARISH KUMAR
b)Father's Name : MULA SURESH KUMAR
c)Mother's Name : MULA SURESH KUMAR
d)Date of Birth(dd/mm/yyyy) : 15/03/2003
e)Birth State - Birth District : Andhra Pradesh - Konaseema
d)Date of Birth(dd/mm/yyyy) : 15/03/2003
e)Birth State - Birth District : Andhra Pradesh - Konaseema
f)Gender : Male
3. a) Category : BC-D
4. a) Local Area
b) Local Region : Andhra Pradesh
b) Local Region : Andhra Pradesh
5. a)Minority/Non Minority : Non-Minority
6. Annual Income of the Parents(Rs.) : Below One Lakh
7. a)Special Reseravtion Category(NCC/CAP/SPORTS) : No/No/No
b)Physically Handicapped : No

8. a)Study Details

Preference 1	Preference 2	Preference 3
East Godavari	West Godavari	Krishna

11. Course Details

П				Course Name
	1	306 - Mathematical Sciences	PG102	M.Sc. Applied Mathematics

1) I have carefully gone through the instructions Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be safisfied for appearing at the entrance test and admission into any course prescribed. Further, I assure that, I will not involve in any malpractice or illegal activities in the entrance test. In case, I have furnished any false information or involved in any malpractice or illegal activities. In a label for punishment as per the existing law. I am responsible for the contentes of the above entitled limited in year and the Converse, PP-OECTs is not responsible in any ways. Mere appearing for the entrance examination does not confer any right for me to take admission.

2) I hereby permit to capture my Anadhar number for this application purpose and I understand that AP-OECT shall ensure security and confidentiality of it.(If Aadhaar number provided)

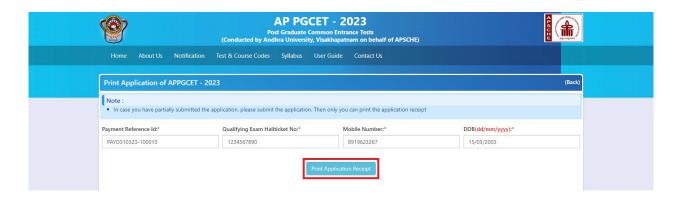


Step 4: Print Application Form (Only After Submitting Application Form)

If the candidate wishes to take the print out of the same page again, he/she can visit https://cets.apsche.ap.gov.in/APPGCET2023 (Home page) and click on encircled item. Print Application Form as shown below in the screen.



After clicking on **Print Application Form** button, the following web page will appear. Enter all the mandatory details in respective fields and then click on **Print Application Receipt** as shown below.



By clicking on Print Application Receipt button, the following "Receipt" page will be dispalyed.



APPGCET-2023



Post Graduate Common Entrance Tests

(Conducted by Andhra University, Visakhapatnam on behalf of APSCHE)

APPGCET - 2023 Application Receipt

East Godavari West Godavari Krishna	Preference 1		
	East Godavari	West Godavari	Krishna

11. Course Details

Sno			Course Name
- 1	306 - Mathematical Sciences	PG102	M.Sc. Applied Mathematics

Declaration: 1) I have carefully gone through the instructions Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be safisfied for appearing at the entrance test and admission into any course prescribed. Further, I assure that, I will not involve in any malpractice or illegal activities in the entrance test. In case, I have furnished any false information or involved in any malpractice or illegal activities. I life life in hym end and the Convener, AP-SCETs is not responsible for the corrects of the above details filled in hym end the Convener, AP-SCETs is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

2) I hereby permit to capture my Aschana number for this application purpose and I understand that AP-PGCET shall ensure security and confidentiality of it.(If Aadhaar number provided)







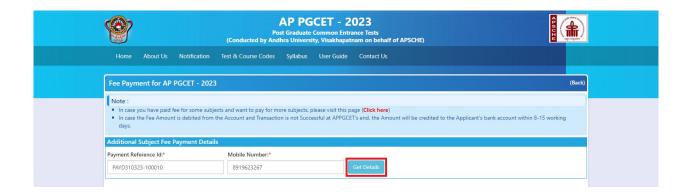


Step-5: Additional Subjects Fee Payment

Candidate can make additional subject fee payment for APPGCET - 2023 through this option. Select Additional Subjects Fee Payment link from APPGCET-2023 website home page as shown in the screen below.

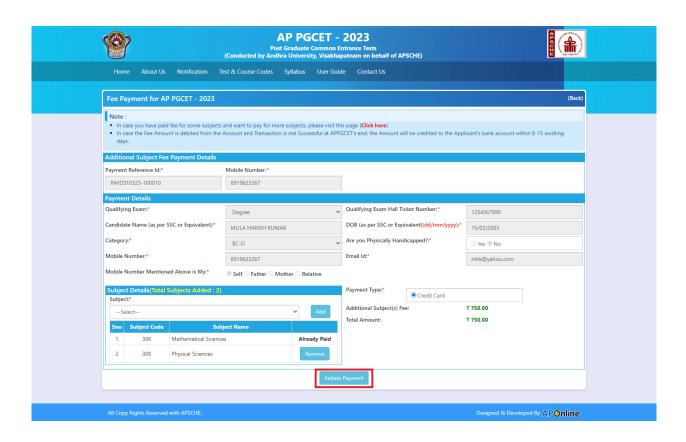


After clicking on Additional Subjects Fee Payment link from APPGCET-2023 website home page, the following page will be displayed enter Payment Id and Hall Ticket Number and click on **Get Details** button.



After clicking on **Get Details** button the following page will be displayed for Additional Subjects Fee payment for APPGCET-2023.

Select additional subjects for fee payment and click on **Initiate Payment** button as shown in the screen below.



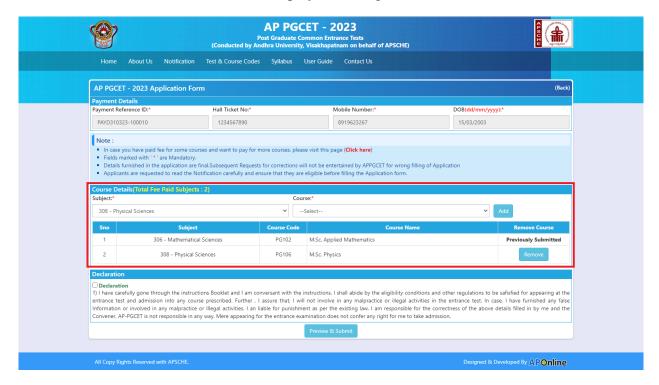
For fee payment of additional subjects Follow Step-1.

Once the Fee Payment is done, the application will navigate to Candidate's AP PGCET - 2023 Application Form as shown in the screen below.



Select Subject & Course from Course Details drop down box and click on Add button as shown in the screen below.

Selected course details will be displayed in the grid as shown in the screen below.



Once the candidate is satisfied with the Course Details added should click on Preview/Submit button, Clicking on Preview/Submit button will be redirected to Candidate's AP PGCET - 2023 Application Form as shown in the screen below.





AP PGCET - 2023

Post Graduate Common Entrance Tests

(Conducted by Andhra University, Visakhapatnam on behalf of APSCHE)

Home About Us Notification Test & Course Codes Syllabus User Guide Contact Us

March State State	AP PGCET - 2023 Application Form (8ack)											
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Solid Solider Control Name C	Applie	cants are requested to read th	ne Notifica	tion caref	ully and ens	ure that	they are e	ligible be	fore filling the Applicatio	on form.		
Solid Solider Control Name C	Course D	etails										
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Another Posterior Seal S				Divanoc								e Number:
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Declaration

3) I have carefully gone through the instructions Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be safisfied for appearing at the entrance test and admission into any course prescribed. Further, I assure that, I will not involve in any malpractice or illegal activities in an implication of linguilial activities. In allies for punishment as per the esisting law. I am respirate for the correctiones of the above details filled in by me and the Convener. AP-PSCET is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

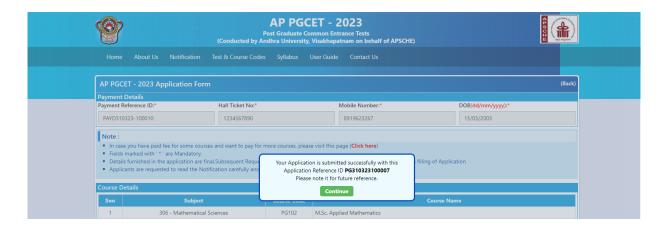
2) I hereby permit to capture my Aadhaar number for this application purpose and I understand that AP-PSCET shall ensure security and confidentiality of it.(If Aadhaar number provided)

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