USER GUIDE TO FILL THE ONLINE APPLICATION FORM FOR AP PGECET- 2025

URL:https://cets.apsche.ap.gov.in/PGECET

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

The Mandatory / Optional details are as follows:

S.NO	Details Required	Document to be Referred
1	Credit card/Debit card details/Net Banking	Credit Card / Debit Card/Net banking
2	Qualifying Examination appeared or	Marks's memos / Hall Ticket Number
	passed	of Degree / Intermediate / 10 th
	Hall ticket Number of the Qualifying	
	Examination	
3	Examination paper chosen for entrance	AP PGECET Eligibility Criteria
	test (AP PGECET)	
4	Date of Birth	Birth Certificate / SSC or Equivalent
		Certificate
5	Hall Ticket Number of SSC or Equivalent	SSC or Equivalent Certificate
	examination Certificate	
6	Income of Parents (Income Up to Rs.1.0 lakh or	The Income certificate issued by MRO /
	Up to Rs. 8.0 lakhs)	Competent Authority
7	Study Details	Study certificates from Class 10 to
		DEGREE/ PG
8	Category (SC, ST, BC, etc.) and certificate	The Caste Certificate issued by the MRO/
	number of the Caste.	Competent Authority
9	Special Category (NCC, PH, Sports, CAP, Bharat	The Certificate issued by Competent
	Scouts and Guides, etc.)	Authority
10	Aadhaar Card details	12-digit Aadhaar Card Number

The following system requirements need to be available to comfortably browse PGECET-2025 official website https://cets.apsche.ap.gov.in/PGECET

SYSTEM REQUIREMENTS:

For better viewing of AP PGECET-2025 website and smooth Application submission through ONLINE mode, the candidates are hereby informed that the following computer system requirements are most desirable:

- Google Chrome Latest version
- Adobe Acrobat Reader 8.0 and above
- Disable the pop-up blocks and uninstall all the Script blockers.

AP PGECET 2025 - FEE PAYMENT AND ONLINE APPLICATION FORM FILLING PROCESS

Stage 1: On your Internet Browser, type the website address https://cets.apsche.ap.gov.in/PGECET and press Enter. The following screen is displayed on your computer screen.



- **Step-1**: Fee Payment: Candidates 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 in the Application form through this option.
- **Step-4**: **Print Application Form (Only After Submitting Application Form):** After application form submission, candidate can print the submitted form.

Step 1: Fee Payment

Select Fee Payment Tab to make application fee payment as shown in the screen below.



After clicking on **Fee Payment** Tab, a fee payment web page will be displayed as shown in the screen below.

Fee Payment for AP PGECET - 2025					
Qualifying Degree Exam Hall Ticket Number *:					
Countying Degree Countries Teach Value	Enter Qualifying Exam Hall Ticket Number				
Candidate's Name *:	Enter Candidate's Name				
Date of Birth * (as per SSC or Equivalent) :	Enter Date of Birth (dd/mm/yyyy)				
Mobile Number * :	Enter Mobile Number				
Mobile Number Mentioned Above Is My *:	Self Father Mother Relative				
Alternate Mobile Number :	Enter Alternate Mobile Number				
E-Mail ID *:	Enter E-Mail ID				
Category :	OC OBC_A OBC_B OBC_C OBC_D OBC_E OSC OST				
Sub-Caste *:	Enter Sub-Caste				
Are you Physically Handicapped?:	☐ Yes				
Qualifying Degree *:	Select				
Specialization in Qualifying Degree *:	Select V				
Payment Options (Convenience charges as applicable) *:	O Net Banking (HDFC)				
	O Net Banking (SBI)				
	O Net Banking (ICICI)				
	O Net Banking (Others)				
	O Debit Card				
O Credit Card					
☐ I have carefully read the eligibility criteria and found eligible. In the event I am found not eligible at any stage of the admission process, my admission stands cancelled.					
	Proceed To Pay				
	onnected before payment receipt generation, kindly compulsory check your Payment Status using <u>Know Your Payment Status</u> Details Not Found*, candidate is requested to go for a fresh payment and the amount for the failure transaction will be				

Fill the details in the web page. The details are Qualifying Degree Examination Hall Ticket No, Candidate's Name, Date of Birth, Mobile Number, Mobile No Mentioned above belongs to Self or Father or Mother or Relative, Alternate Mobile Number, Email Mail ID, Category, Sub-Caste, Qualifying Degree [B.E./B.Tech. / AMIE / M.Sc. / MCA etc.], Specialization in Qualifying Degree, eligible papers at AP PGECET, Fee Amount (FROZEN) (will be populated automatically based on the PGECET Exam Paper for Entrance Test selected by the candidate).

Fee Payment for AP PGECET - 2025	
Qualifying Degree Exam Hall Ticket Number *:	
	Enter Qualifying Exam Hall Ticket Number
Candidate's Name *:	Enter Candidate's Name
Date of Birth * (as per SSC or Equivalent):	Enter Date of Birth (dd/mm/yyyy)
Mobile Number *:	Enter Mobile Number
Mobile Number Mentioned Above Is My *:	Self Father Mother Relative
Alternate Mobile Number :	Enter Alternate Mobile Number
E-Mail ID *:	
	Enter E-Mail ID
Category *:	OC OBC_A OBC_B OBC_C OBC_D OBC_E OSC OST
Sub-Caste *:	Enter Sub-Caste
Are you Physically Handicapped?:	□ Yes
Qualifying Degree *:	Select V
Specialization in Qualifying Degree *:	Select
Payment Options (Convenience charges as applicable) *:	Net Banking (HDFC)
	Net Banking (FBI)
	O Net Banking (ICICI)
	O Net Banking (Others)
	O Debit Card
	○ Credit Card
The second	
cancelled.	l eligible. In the event I am found not eligible at any stage of the admission process, my admission stands
	Proceed To Pay
	sconnected before payment receipt generation, kindly compulsory check your Payment Status using <u>Know Your Payment Status</u> t Details Not Found*, candidate is requested to go for a fresh payment and the amount for the failure transaction will be
refunded to their debited bank account in 5 to 10 working day.	

Application Fee Per Exam Paper for AP PGECET Entrance Test:

OC	ВС	SC/ST	PH	
Rs	Rs	Rs	Rs	
1200	900	700	700	

Candidates need to fill all the mandatory fields and Click on the "Proceed To Pay " button. And, after clicking on the Proceed To Pay button, the control will lead you to the Modal PopUp Preview as shown in the screen below.



After clicking on the Confirm button, the control will lead you to the **BANK PAYMENT GATEWAY** as shown in the screen below.



The confirmation of successful payment of Registration Fee is shown with the "Your Payment done successful" item in the below web page as Payment Status along with "Payment Id". (Note: Preserve both the IDs for future correspondence). Click on the button "Proceed to Fill Application" and you will be taken to the next screen.

Candidate has two options either to proceed to fill in the application immediately or at a later date [** Refer to last dates]. Click on "Proceed to Fill Application" to fill the application immediately and

you will be taken to the Application screen as described in step 3. If you choose another day to fill the application, simply close the window and in such case, you need to start from step3.

In a rare case, if the amount is deducted from your account and Payment ID is not displayed, wait for a few hours and check your payment status as described in step 2.

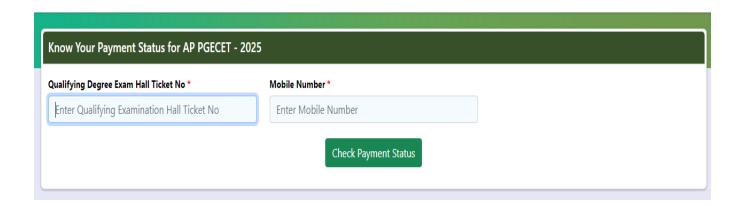
Otherwise pay the registration fee again as in step 1 on the next day. The amount deducted from your account made in the first attempt will be refunded or rolled back into your account

Step 2: <u>Know Your Payment Status</u>: The candidate can also check the status of payment made through this option.

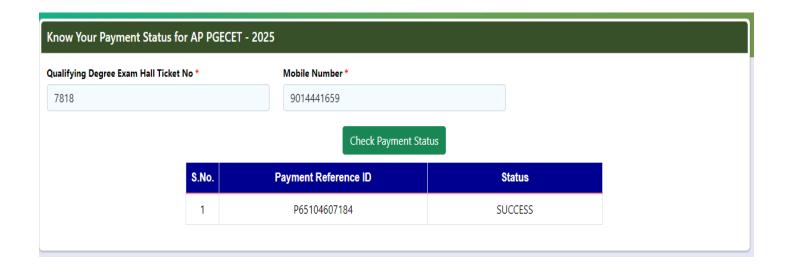
Click on **Know Your Payment Status** tab for checking the status of the payment as shown in the below screen



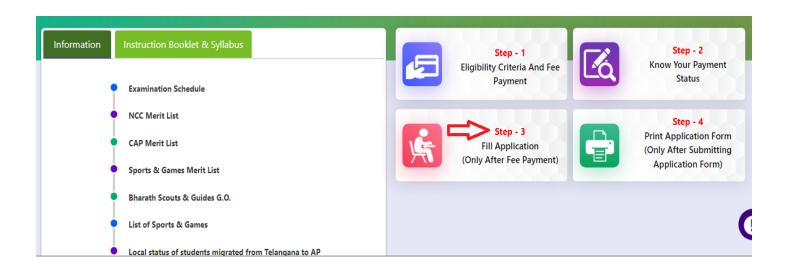
After clicking on **Know Your Payment Status** Tab, the following page will be displayed. Furnish the same Hall ticket number, Mobile number and click on **Check Payment Status** button as shown below.



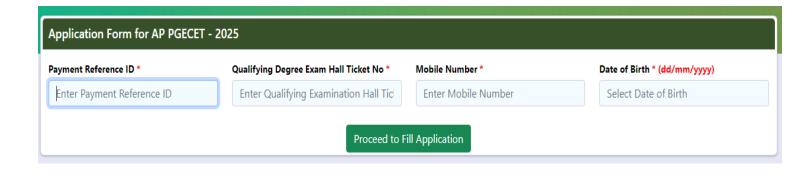
Payment Status will be displayed by clicking on the Check Payment Status button as shown in the screen below.



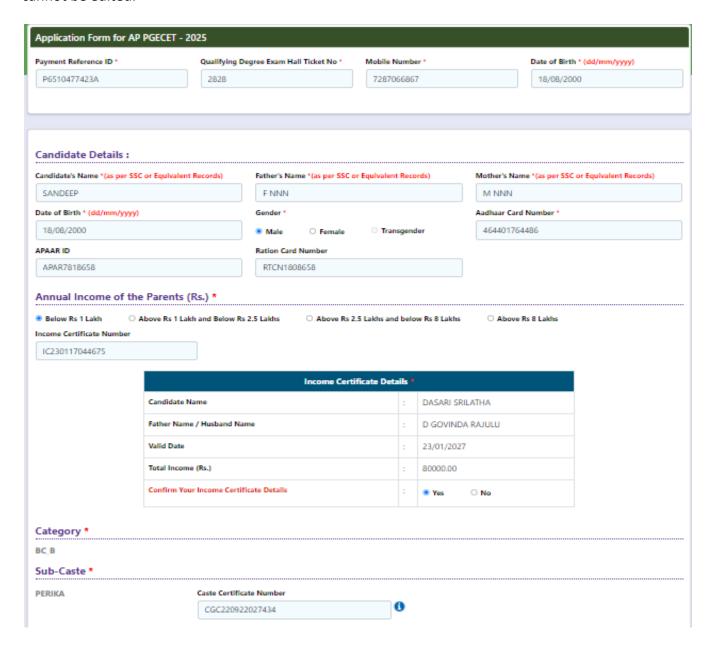
Step 3 Fill Application (Only after Fee Payment): The candidate can start filling the application by selecting the tab "Fill Application (only after fee payment)" as shown in the screen below.

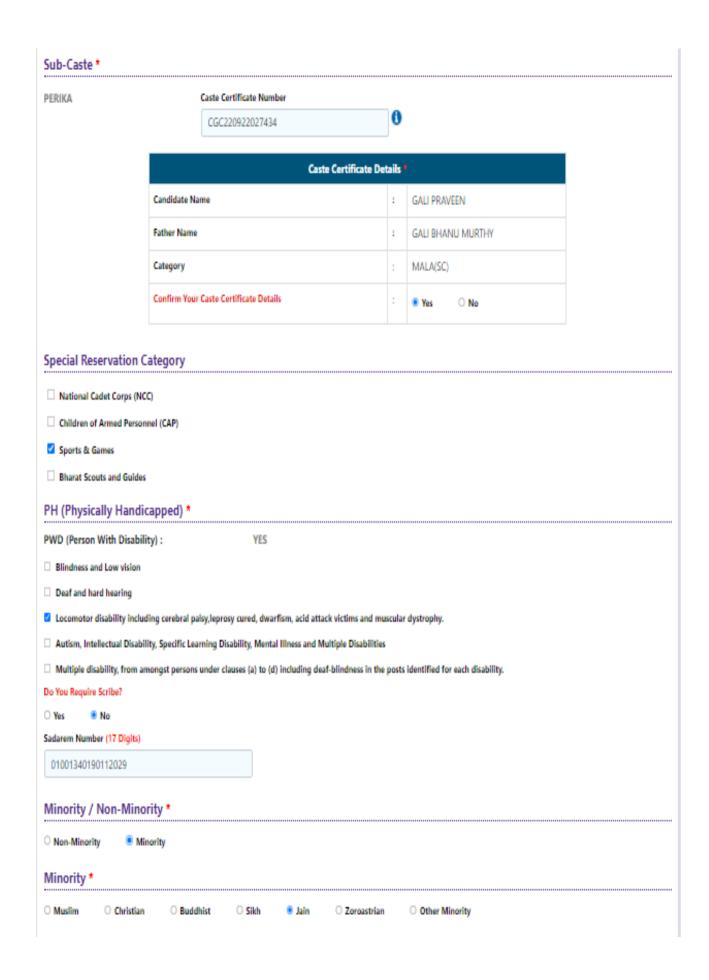


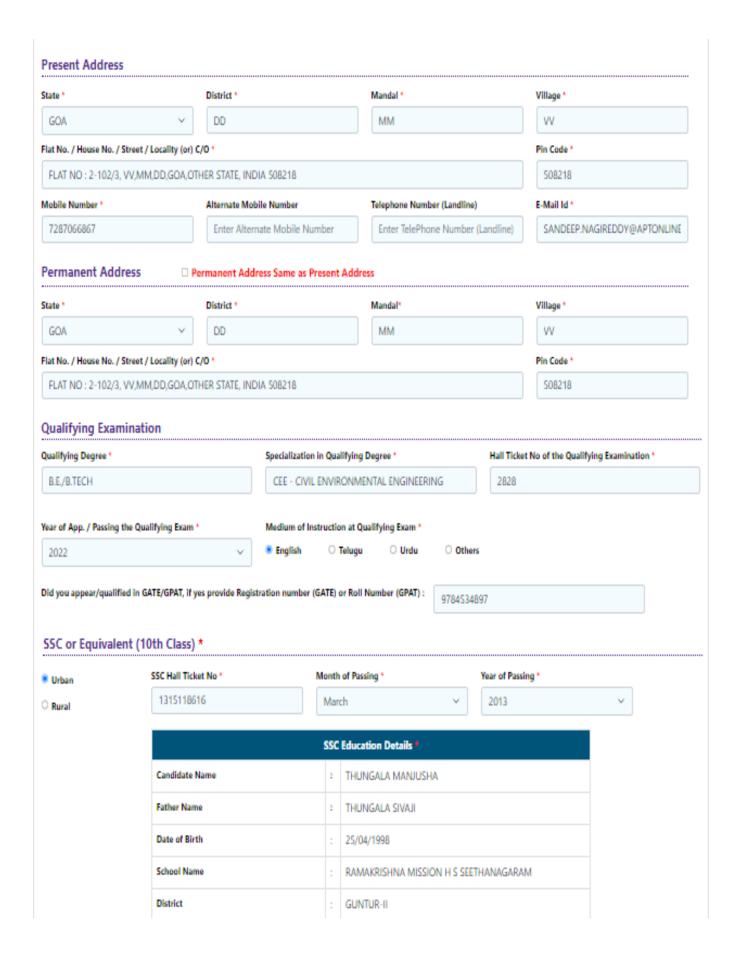
Fill in the details of **Payment ID, Qualifying examination Hall ticket number, Mobile number and Date of birth** and click on **Proceed to fill the application** as shown in the screen below.



In the application form, the fields marked with '*' symbols are MANDATORY which cannot be left blank without providing information. The details provided during the Registration Fee payment are frozen and cannot be edited.







□ I have carefully gone through the instruction Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be satisfied for appearing at the entrance text and admission into any course prescribed. Further, I assure that, I will not involve in any malpractice or illegal activities in the entrance text. In case, I have furnished any false information or involved in any malpractice or illegal activities, I am liable for punishment as per the existing law. I am responsible for the convectness of the above details filled in by me and the CONVENER, AP PGECET - 2025 is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

Save

Preference S *

Previou / Submit

JAME: Will record the partially filled details in the Estabase. The came can be retrieved at your convenience and you can continue to fill the rest and submit the form.

46'46'W / SUBMET: You will have a chance to preview your application and then finally confirm your application by clicking on Confirm button.

Candidates need to fill in the following details in the application form:

1. Candidate Details:

If the candidate has qualified / appeared from the Board of Intermediate Education, AP, the data will be automatically populated from the database. Otherwise, the candidate shall furnish the necessary details by entering the details in appropriate fields.

Candidate Details:					
Candidate's Name *(as per SSC or Equivalent Records)	Father's Name *(as per SSC or Equivalent Records)	Mother's Name *(as per SSC or Equivalent Records)			
SANDEEP	FATEHR NAME	MOTHER NAME			
Date of Birth * (dd/mm/yyyy)	Gender *	Aadhaar Card Number *			
18/08/2000	Male	239231705431			
APAAR ID	Ration Card Number				
APAAR7818	RTCN123				

Candidate Name: Name of candidate (as per SSC) as entered in fee payment screen will be displayed here and cannot be modified or edited.

Father's Name: The candidate has to enter his / her father's name as per 10th class records in the space provided in CAPITAL LETTERS.

Mother's Name: The candidate has to enter his / her mother's name as per 10th class records in the space provided in CAPITAL LETTERS.

Date of Birth: Date of Birth (as per SSC) as entered in the fee payment screen will be displayed here and cannot be modified or edited.

Gender: Select your Gender among the three options given.

Aadhaar Card Number/Enrollment No.: Enter your Aadhaar Card number

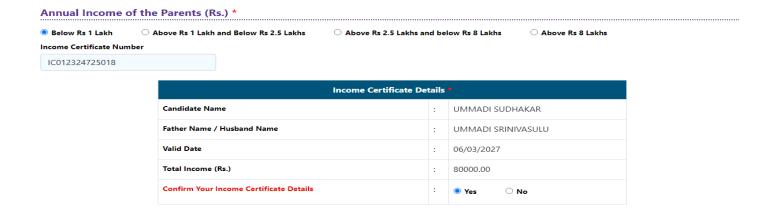
APAAR ID: Enter the APAAR ID number of the Candidate.

Ration Card Number: Enter the Ration card number of your family.

Annual Income of the Parents (in Rs.): Select any one of the three options provided as given below regarding the "Annual Income of the Parents (Rs.):" A valid income certificate issued by competent authority and its number should be entered.

Note: Annual Income of the Parents will be auto populated on entering Income Certificate

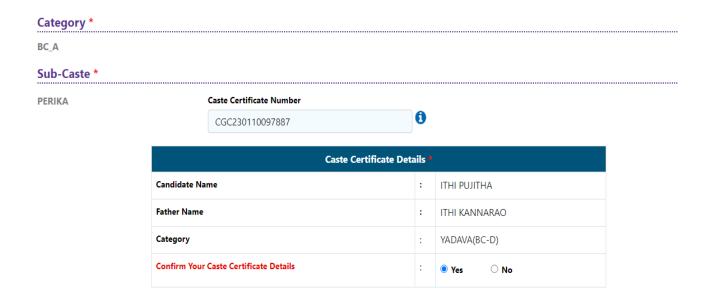
Number. Select Yes or No to confirm the details populated by the application system as
shown in the screen below.



If the candidate's **Annual Income of the Parents** is not auto populated on entering **Income**Certificate Number, the candidate should enter the **Income Certificate Number** manually and proceed.

Caste Category: Enter the caste certificate number issued by the competent authority in your caste category.

Note: Caste Certificate Details will be auto populated on entering Caste Certificate Number. Select Yes or No to confirm the details populated by the application system as shown in the screen below.



If the candidate's **Caste Certificate Details** are not auto populated on entering **Caste Certificate Number**, the candidate should enter the **Caste Certificate Number** manually and proceed.

Note: EWS option in the application will be visible only if the candidate belongs to the OC category.

Eligible for EWS (Economically Weaker Sections): Click on Yes if you are eligible for EWS and have a valid EWS certificate issued by Tahsildar. After clicking on 'Yes' you have to enter the EWS certificate number.

Special Reservation Category: Reservations are provided for candidates with NCC, CAP, Sports & Games, Bharat Scouts and Guides categories also.

Select the applicable categories for which supportive certificates are available

EWS Eligibility *		EWS(Economically Weaker Section) Eligibility *				
1234567890	I	EWS Eligibility *	• Yes	O No	EWS Certificate Number	
					1234567890	

Special Reservation Category	
□ National Cadet Corps (NCC)	
Children of Armed Personnel (CAP)	
☑ Sports & Games	
☐ Bharat Scouts and Guides	

Physically Handicapped:

In case of PH, the medical board certificate issued through SADAREM shall be entered.

PH (Phys	sically Handicapped) *	
PWD (Pers	on With Disability) :	YES
☐ Blindnes	s and Low vision	
☐ Deaf and	l hard hearing	
Locomot	or disability including cerebral palsy,leprosy	cured, dwarfism, acid attack victims and muscular dystrophy.
☐ Autism,	Intellectual Disability, Specific Learning Disab	ility, Mental Illness and Multiple Disabilities
☐ Multiple	disability, from amongst persons under claus	es (a) to (d) including deaf-blindness in the posts identified for each disability.
Do You Requ	uire Scribe?	
O Yes	● No	
Sadarem Nu	ımber (17 Digits)	
01001340	0190112029	

Sadarem Certificate Details will be auto populated on entering **Sadarem Number**. Select **Yes** or **No** to confirm the details populated by the application system as shown in the screen below.



If the candidate's Sadarem Certificate Details are not auto populated on entering Sadarem Number, candidate should enter the Sadarem Number manually.



Minority/ Non-Minority: If the candidate belongs to any of the minority communities such as Muslim, Christian, Buddhist, Sikh, Jain, Zoroastrian or Other minority, click on the Minority button and select the applicable minority. Otherwise, if the candidate does not belong to a Minority community, then the non-Minority option has to be clicked

2. Address: Candidate should enter his/her Present/Permanent address with the following fields like State, District, Mandal, Village, Flat No./ House No./ Street /Locality or C/O, Pin code, Mobile Number, Alternate Mobile Number & Email ID as shown in the screen below.

State: Candidates have to Select his/her State Name.

District: Candidates have to Select his / her District Name.

Mandal: Candidates have to Select his/her Mandal Name.

Village: Candidates have to Select his/her Village Name.

If the candidate will select except **ANDHRA PRADESH** state then other text boxes will be enabled instead dropdown lists so that Candidate should enter other details of District, Mandal and Village, the same process will be done on SELECTION of OTHER in Mandal and Village Dropdowns.

Flat No. / House No. / Street / Locality (or) C/O: Candidate Should enter his/her Flat No or House No or Street Locality or C/O.

Pin Code: Candidate should enter his/her address Pin Code Number.

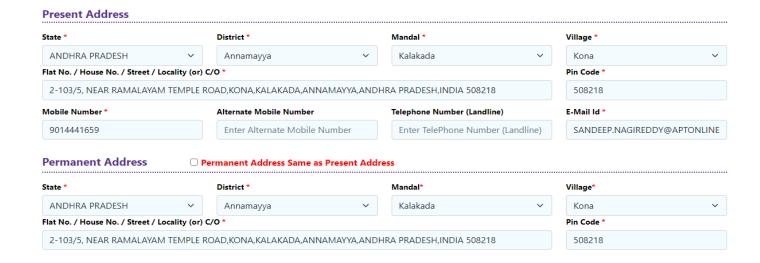
Mobile Number: Mobile Number will be auto populated as it is provided in Fee Payment (Step-1)

Alternate Mobile Number and Telephone Number:

The candidate should enter his/her Alternate Mobile Number and Telephone Number.

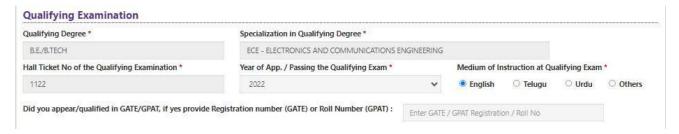
Email Id: Email Id will be auto populated as it is provided in Fee Payment (Step-1).

Note: Select Present Address check box if the present address is your Permanent Address



2. Qualifying Examination:

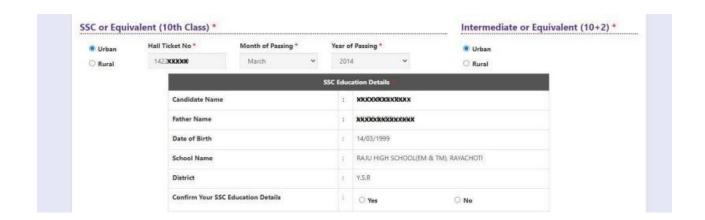
Details should be furnished for the qualifying examinations are shown in the screen below.



Qualifying Degree, Specialization in Qualifying Degree, Hall Ticket No of the Qualifying Examination details will be auto populated as they were provided in Fee Payment step. Select Year of Appearing/Passing Qualifying Exam, Select Did you appear/qualified in GATE/GPAT, if yes provide Registration number (GATE) or Roll Number (GPAT).

Medium of Instruction at Qualifying Exam: Candidate should select medium at Qualifying Exam he/she wants as shown.

SSC or Equivalent (10th Class): Candidate should select Urban or Rural location, Enter the SSC or Equivalent Hall Ticket No., Month of Passing and Year of Passing.



For example, enter 13534676899783 for SSC or Equivalent (10th Class) Hall Ticket No., March for Month and the Year of Passing is 2011, refer the image shown:

Intermediate or Equivalent (10+2): Candidate should select Urban or Rural location where he pursued his 10+2 classes of study. Enter the Intermediate / 10+2 or Equivalent Hall Ticket No., Month of Passing and Year of Passing [if applicable]



Place of Study: The candidate has to fill in the district details related to his study of 7 years of Education based on Qualifying Examination as shown below. However, if a candidate has studied in a state other than Andhra Pradesh, then select TELANGANA STATE, OTHER STATES. If Studied Outside India, Then Select OTHER COUNTRY.



Local Area: Based on the places of study during the preceding 7 years of the qualifying examination, local area is decided.

On entering the candidate's places of study, the local area of the candidate is auto populated by the application system i.e., **AU**, **SVU**, **Other State**.

However, these credentials will be verified based on the certificates produced at the time of admission.

3. Details of Common Entrance Test

Depending on the eligibility table given in the instruction booklet and the papers selected for AP PGECET, the details will be displayed here.

Details of Common Entrance Test PGECET Exam Paper Choosen For Entrance Test CS - COMPUTER SCIENCE ENGINEERING

Photo and Signature:

If the photo and signature are not auto-populated from the database,

DON'T FORGET to upload your Photograph & Signature, and is FROZEN as shown below:

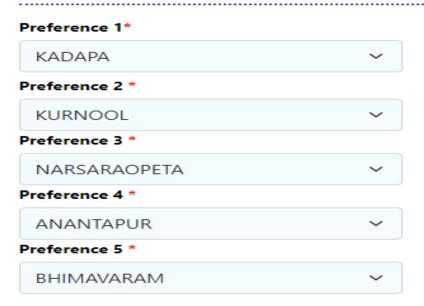


The photograph file should be in the jpg file format and the size should be less than 50 KB.

To upload the Signature, press the button "Select file" and ensure that the **Signature's file format** should be jpg format and the size has to be less than 30 KB.

Test Preference: Candidates are given option to choose minimum Five Test Center preferences of their choice as shown in the screen below

Test Centre Preferences



After furnishing ALL the required data and correct particulars, verify thoroughly the details and go through the Declaration at the end of the page. Select the encircled check box if you are done with Online Application Form filling.

I have carefully gone through the instruction Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be satisfied 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 am liable for punishment as per the existing law. I am responsible for the correctness of the above details filled in by me and the CONVENER, AP PGECET - 2025 is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

Save Preview / Submit

Clicking on Save button will save the filled application temporarily

□ I have carefully gone through the instruction Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be satisfied 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 am liable for punishment as per the existing law. I am responsible for the correctness of the above details filled in by me and the CONVENER, AP PGECET - 2025 is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

Save Preview / Submit

Clicking on the Submit button will display the preview page with the details furnished by the candidate as shown in the screen below with **Modify & Confirm** buttons at the end of the page.

Application Preview for AP PGECET - 2025

Candidate Details:

Candidatr's Name * Father's Name * Mother's Name *

SANDEEP FATEHR NAME MOTHER NAME

(as per SSC or Equivalent Records) (as per SSC or Equivalent Records) (as per SSC or Equivalent Records)

 Date of Birth * (dd/mm/yyyy)
 Gender *
 Andhair Card Number

 18/08/2000
 MALE
 238231705431

APAAR ID Ration Card Number

APAAR7919 RTCN123

Annual Income of the Parents (Rs.) *

Below Rt 1 Lakh Income Certificate Number

IC012324725018

Income Certificate Details*				
Candidate Name	:	UMMADI SUDHAKAR		
Father Name / Husband Name	:	UMMADI SRINIVASULU		
Valid Date	:	06/03/2027		
Total income (Rx.)		80000.00		
Confirm Your Income Certificate Details	:	YES		

Category *

BC_A

Sub-Caste *

PERIKA Caste Certificate Number

CGC230110097987

Caste Certificate Details!				
Candidate Name	:	ITHI PUJITHA		
Father Name	:	ITHI KANNARAO		
Category	:	YADAYA(BC-D)		
Confirm Your Caste Certificate Details	:	VES		

Special Reservation Category

National Cadet Corps (NCC): YES

Children of Armed Personnel (CAP): NO

Sports & Games: NO

Bharat Scoute & Guides: NO

PH (Physically Handicapped) * PWD (Person With Disability): WES Blindness and Low vision: NO Deaf and hard hearing: NO Locomotor disability including cerebral palsy leprosy cured, dwarfism, acid attack victims and muscular dystrophy: YES Autism, Intellectual Disability, Specific Learning Disability, Mental Illness and Multiple Disabilities: NO Multiple disability, from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disability: NO Do You Require Scribe? Sadaren Number 017 Digital 01001240190112029 Minority / Non-Minority * MINORITY Minority* Present Address State 1 District." GOA 00 MM Williage * Flat No. / House No. / Street / Locality (or) C/O* 994 FLAT NO : 2-102/3, VV.MM.DD.GOA.OTHER STATE. 508218 INDIA 500210 Albaniana Modella Klassikan Michille Minoches * Telephone Number (Landline) THEREGRAPH C-Mail Id 1 SANDEER NAGIRED DY @ APTONLINE IN Permanent Address State 1 District " Mandail GOA Williams* Flat No. / House No. / Street / Locality (or) C/O * Pin Code* WV. FLAT NO: 2-102/3, VV,MM,DD,GOA,OTHER STATE, 508218 INDIA 500210 Qualifying Examination **Outlifying Degree *** Specialization in Qualifying Degree * BLE-/BLTECH CEE - CIVIL ENVIRONMENTAL ENGINEERING Hall Ticket No of the Qualifying Examination * Year of App. / Passing the Qualifying Exam* Medium of Instruction at Qualifying Exam? 2020 2002 English GATE/GPAT Registration No. 9794534997 SSC or Equivalent (10th Class) * Month of Passing * SSCHall Ticket No. 5 Year of Passing * 1215110616 Marsch 2013 SSC Education Details* Condidate Stone : THUNGALA MANJUSHA Cothar Riseau THUNGALA SIVAJI Planta of Blinds 25/04/1998 School Name RAMAKRISHNA MISSION HIS SEETHANAGARAM Dietrict **GUNTUR-II** Confirm Your SSC Education Dytalls WEST. Intermediate or Equivalent (10+2) / Diploma **Year of Passing** URBAN Intermediate / Diploma Hall Ticket No. Month of Passing



A click on the Modify button enables the candidate to re-inspect the entire application to correct any errors or mistakes in the saved application.

Confirm/Freeze: Click on Confirm/Freeze button for submitting the application.

I have carefully gone through the instruction Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and other regulations to be satisfied 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 am liable for punishment as per the existing law. I am responsible for the correctness of the above details filled in by me and the CONVENER, AP PGECET - 2025 is not responsible in any way. Mere appearing for the entrance examination does not confer any right for me to take admission.

Modify Confirm / Freeze

Clicking on the Confirm/Freeze button, candidates can view a pop up alert as "Your application is submitted successfully. Please note your Application Number for further reference". Candidates can take print applications by clicking on the Print Application button which is useful for further correspondence.

Your AP PGECET - 2025 Application Confirmed Successfully.

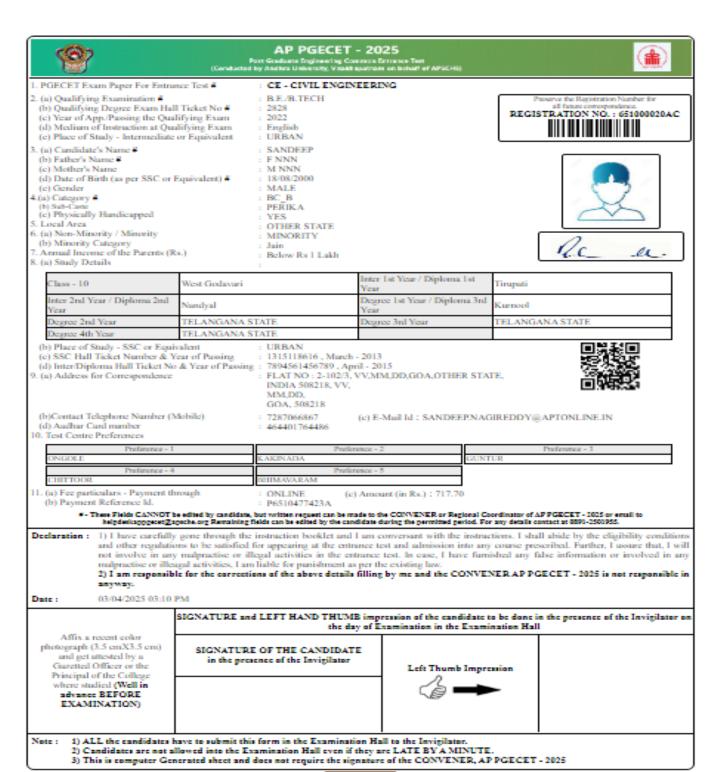
Please note your Registration number for future correspondence

651000014B7

Print Application

instruction Booklet and I am conversant with the instructions. I shall abide by the eligibility conditions and d admission into any course prescribed. Further, I assure that, I will not involve in any malpractice or illegated activities. I am liable for punishment as per the exi

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



Print

Step 5: Print Application Form (Only After Submitting Application Form): The

Candidate can print the submitted AP PGECET-2025 application form through this option

Print Application Form for AP PGECET - 2025					
Payment Reference ID *	Registration Number *	Qualifying Degree Exam Hall Ticket No *			
Enter Payment Reference ID	Enter Registration Number	Enter Qualifying Examination Hall Ticket Number			
Mobile Number *	Date of Birth * (dd/mm/yyyy)				
Enter Mobile Number	Enter Date of Birth				
	Get Print Application				

After entering all the mandatory details and clicking on Get Application Details, the print copy of the AP PGECET -2025 application form will be displayed for printing as shown in the screen below.

