ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION
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T.V. SRI KRISHNA MURTHY
SECRETARY (FAC) & JOINT DIRECTOR

Note : APSCHE-OAMDC-Observations/2025   Dt. 2-9-2025

To
The Managements of the Colleges / Students

   Sub: APSCHE – AC-1 - Observations While Verifying Students' Applications in OAMDC –
           2025 – not to repeat – regarding.
                                              -oOo-

The Managements of the Private Unaided Degree Colleges and Students are requested to note the mistakes committed while registration of the details of the candidates and take corrective measures.

1. Students/Institutions are registering applications using others' email IDs and mobile numbers.

2. Mismatch in applicant details occurs when students/institutions enter the intermediate hall ticket number of some of others or next number.

3. Due to lack of awareness in the bifurcation of SC divisions i.e SC Group I, II and III. students/institutions are selecting the first option (i.e., SC-I) in the caste category dropdown menu.

4. Some of the students are not obtaining Income Certificate in the name of the father from the concerned M.R.O and upload it for consideration under Fee Reimbursement. The certificate must cover the previous four years from the current year.

5. At the time of uploading 9th class to 12th class study certificates, students are uploading their Transfer Certificates or Marks Memos instead of the required study certificates.

6. Students are uploading unclear certificate images and screenshots taken with their mobile phones.

7. Students selecting other board names of their intermediate.

8. Students who belong to OC and OC-EWS, not uploading the current year Income Certificate issued by the M.R.O.

9. Students / Institutions are not following seven step verification process i.e. Personal Details, Intermediate details, Special Category, Study Details, Document Details, Upload Photo and Signature, and finally Preview and Confirm.

SECRETARY (FAC)