INFORMATION BROCHURE

DEGREE (PCB GROUP) 2025 COUNSELLING



-: Conducted By:-

ARUNACHAL PRADESH STATE COUNCIL FOR TECHNICAL EDUCATION

Under

DIRECTORATE OF HIGHER & TECHNICAL EDUCATION,
GOVT. OF ARUNACHAL PRADESH
ITANAGAR

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DEGREE (PCB GROUP)

IMPORTANT DATES *

• Dates may vary incase of any unforeseen exigencies

1 st ROUND				
On-line provisional Registration for PCB	24-07-2025 (Thursday)			
Degree Counseling	То			
	30-07-2025 (Wednesday)			
Uploading of documents and response to	25-07-2025 (Friday)			
queries (if any) by candidates and Online	То			
verification of documents	31-07-2025 (Thursday)			
Publication of list of eligible candidates	01-08-2025 (Friday)			
Filling up of choices & locking by the	01-08-2025 (Friday)			
candidates	То			
	07-08-2025 (Thursday)			
First Round of seat allotment	08-08-2025 (Friday)			
Online/Physical Reporting in the respective	11-08-2025 (Monday)			
Directorate	То			
	14-08-2025 (Thursday)			
2 ND RO	UND			
Second Round of seat allotment	29-08-2025 (Friday)			
Online/Physical Reporting in the respective	01-09-2025 (Monday)			
Directorate	То			
	05-09-2025 (Friday)			
Withdrawal of seats (Online)	06-09-2025 (Saturday)			
	То			
	10-09-2025 (Wednesday)			
SPOT ROUND (TO BE CONDUCTED IN CASE OF VACANCIES)				
Online Registration for Spot Counseling	10 th (Wednesday) to 14 th Sept'25 (Sunday)			
(Tentative)				
Date of Spot Round Counselling	16 th Sept'25 (Tuesday)			

IMPORTANT ADDRESS / NUMBERS

Website Address (For Online Form	www.apdhte.nic.in / https://apjee.co.in
Submission)	
Official Website (For general information)	www.apdhte.nic.in
Email	apjeeengg@gmail.com
Important contact details	Mr. Mithun Sarkar: +91-9863387516
	(Whatsapp only)
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1. INTRODUCTION

The Arunachal Pradesh State Council for Technical Education (APSCTE), an autonomous body under the Directorate of Higher and Technical Education, Government of Arunachal Pradesh will conduct the Online Counselling for nomination in the various Degree courses (PCB group) against the seats made available to the State by the Govt. of Arunachal Pradesh and otsher Regional bodies. The selection of candidates shall be on the basis of Rank in the NEET 2025 conducted by NTA.

2. ELIGIBILITY:

1. The children of Arunachal Pradesh Scheduled Tribe (APST), children of Non-APST employees of the State Government, All India Services (AIS), the Central Government & the Central Public Sector Undertakings serving in Arunachal Pradesh and all others residing in Arunachal Pradesh for the last 3 years or more and who have passed Class XII from any of the schools within Arunachal Pradesh and who have appeared the NEET 2025.

For admission to MBBS, BHMS, BAMS, BUMS & BDS, a candidate should have obtained marks above CUTOFF marks of the respective category declared along with the result of NEET 2025.

- 2. The minimum academic qualifications and age to be eligible for counselling and admission in the various courses will be as follows:
 - i) FOR DEGREE COURSES: Passed Class XII (with at least 40% marks) from a Govt. recognized Board with Physics, Chemistry and Biology.

The minimum age for admission in the various courses will be 17 years as on 31st Dec' 2025.

The age limits for admission will further be governed by the norms of the National Medical Commission and other respective affiliating bodies or the admitting institutions.

3. PERSONS WITH DISABILITIES:

The status of candidates claiming for Persons with Disabilities (PwD) quota will be verified on the basis of the declaration made at the time of filling up of the forms for NEET 2025. Further, the candidate claiming for PwD quota will have to submit relevant Certificate issued by a duly constituted Medical Board. Such candidate(s) will also have to undergo further medical examination before 1st round of seat allotment and should be prepared for the same at a Short Notice. Prevalent Norms prescribed by Medical Counseling Committee, Govt of India for MBBS admission shall be applicable for all the courses.

Above all, such PwD candidates should be capable of undergoing the course with his/her condition.

4. CATEGORIES OF CANDIDATES:

On fulfilling the eligibility as mentioned above, the candidates shall be placed in the following 2(Two) categories depending on the criteria as mentioned against each:

Categories	Criteria		
a) CATEGORY-I (APST)	All the APST candidates which also include children of AIS/Central Govt./State Govt. employees belonging to APST		
b) CATEGORY-II (Non-APST)	i. Children of Non-APST State Government employees.		
	 ii. Children of employees of All India Services/ Central Government organizations & Central Public Sector Undertakings serving within the territory of Arunachal Pradesh 		
	iii. All others, not included in any of the above categories with the condition that the candidate should have passed Class XII or equivalent from any of the schools within Arunachal Pradesh and his/her parent(s) should have been residing in Arunachal Pradesh for atleast the last 3(three) years. Both the criteria should be fulfilled.		

REGISTRATION FEE

The interested candidates desirous of taking part in the Online Counseling has to pay one time Non-refundable registration fee as under at the time of initial registration:-

Category – I (APST) - Rs. 500/-Category – II (Non-APST) - Rs. 700/-

Security / Seat Acceptance Fee

In order to avoid unnecessary blockages of seats till the last date of admission by some of the candidates thereby causing loss of seats, candidates who have been allotted seat have to pay one time refundable security deposit / seat acceptance fee as detailed below:

SI. No	Course	Security Deposit (in Rs.)
1	MBBS, BDS, BHMS/BAMS/BUMS/BVSC	5000.00
2	B.Sc. (Nursing / MLT / RIT / OOT / Agri / Horti / Fisheries / Sericulture / Forestry / Nutrition & Dietetics / Community	3000.00
	Science), BASLP and Others	

DISTRIBUTION OF SEATS:

SI. No	Category of Seats	Agency	Category – I	Category - II
1	MBBS	Govt. Of India	80%	20%
2	MBBS	Regional Bodies (including TRIHMS)	100%	0%
3	B.Sc. (Nursing)	Arunachal Pradesh	80%	20%
4	All other PCB group seats	Regional bodies	100%	0%

Allotment Procedure

The allotment shall be on the basis of All India Rank and preference of seats filled by candidate.

Registration and Choice filling:

- All eligible candidates will register Online on https://apdhte.nic.in. / https://apjee.co.in as per the schedule and remit the notified Registration Fees.
- During online registration, candidates are required to provide/verify information viz. Gender, age, State of Domicile, Category, PwD Status, marks of Class XII or equivalent examination etc.
- The candidates will also have to upload relevant documents viz, Category Certificate (As described in Page No. 13), Class X certificate, Class XII marksheet, NEET 2025 Rank/Score Card, Photograph, Signature, PWD certificate, etc. These will be verified ONLINE.
- All candidates who are found eligible after document verification will be able to fill, change, reorder and delete their choices of courses/institutes as per their preference as per notified schedule. Candidates are advised to LOCK their

- choices after they are satisfied with their Choice Filling. However, once locked, candidates will not be able to unlock or change the choices.
- FILLING OF CHOICES FOR THE ONLINE COUNSELLING WILL BE ALLOWED ONLY ONCE DURING THE SCHEDULED PERIOD. THEREFORE, CANDIDATES ARE ADVISED TO FILL THEIR CHOICES IN THIS PERIOD WITHOUT FAIL TO BE CONSIDERED FOR SEAT ALLOTMENT IN BOTH THE ROUNDS (ROUND 1 & 2).
- Candidates can fill as many choices as they desire.
- If a candidate fails to explicitly lock his/her choices by the stipulated time, his/her last saved choices will be automatically locked after this deadline.
 Candidates are therefore strongly advised to lock their choices themselves.
 Candidates MUST TAKE PRINTOUT of their locked choices for future references.
- A registered candidate, who have not filled any choice and/or has failed to save them even once during the choice filling, will not be considered for seat allotment.
- If the information submitted by any candidate is found to be fraudulent, incorrect or untrue, the seat allotted (if any) is liable to be cancelled. Moreover, such candidates will no longer be considered eligible for admission and will also be liable for legal action.

Seat Allotment and reporting to the Directorate / Institutes for Round 1.

- Seats for the first round will be allotted to the candidates in order of the choices they have filled during online choice filling, on the basis of their merit as per NEET 2025 and availability of seats in their respective categories/Institutes/courses.
- The first round of seat allotment will be notified and displayed on https://apdhte.nic.in. Candidates can also view the seat allotted to him/her after logging into their individual accounts.
- Candidates, after the declaration of result of 1st round of counseling will have to perform the following after logging into their account:
 - ✓ View Seat Allotment
 - ✓ Print the Provisional Allotment Letter
 - ✓ Pay the Security Deposit/Seat Acceptance Fee ONLINE (See Page - 7)
 - ✓ Submit Willingness ONLINE as detailed below:
 - Floating Option: This option is to be chosen if the candidate accepts the seat allotted in the present round but wants to be considered for all of his/her higher preference choices during the subsequent round (second round) of seat allotment.

OR

- Freezing Option: This option is to be chosen if the candidate is satisfied with the seat allotment and wants to accept the institute and course allotted to him/her without waiting for the 2nd round.
- All the candidates who have got an allotment for medical related courses like MBBS, BDS, BAMS, BUMS, BHMS, B.Sc (RIT/OOT/MLT/Nursing), B. Pharma etc., and have opted for Freezing Option, and have paid the Security Deposit / Seat Acceptance fees as detailed above, will report to the Directorate of Medical Education, Research and Training, A Sector, Naharlagun within the stipulated date, along with all relevant documents (in original), the Seat Allotment Letter downloaded from the portal with details of payment of Security Deposit / Seat Acceptance fees. The nomination letter will be issued by the Directorate of Medical Education, Research and Training after verifying all details of the candidate.
- Candidates who have been allotted non-medical courses like B.V. Sc & AH, B.Sc (Agri/Horti/Forestry/Fishery/Community Sc/Nutrition & Dietetics/Seri), have opted for Freezing Option, and paid the Security Deposit / Seat Acceptance fees as detailed above, will report to the Directorate of Higher and Technical Education, ESS Sector, Itanagar within the stipulated date, along with all relevant documents (in original), the Seat Allotment Letter downloaded from the portal with details of payment of Security Deposit / Seat Acceptance fees for issue of nomination letter after verification of all the details.
- If a candidate fails to choose either Float or Freeze option for the seat allotted in the 1st round OR fails to remit the Security Deposit / Seat Acceptance fees or fails to report to the respective Directorates within the stipulated date, the seat allotment shall stand cancelled and he/she will NOT be considered for seat allotment during the Second round. However, they may participate in the Spot round, if held.
- Candidates who have opted for Floating Option in the first round AND have paid the Seat Acceptance Fee / Security Deposit fee will ONLY be considered for seat allotment in the second round.
- Candidates are therefore advised to AT LEAST choose the FLOATING OPTION
 and pay the Seat Acceptance Fees/Security Deposit if they are to be
 considered for upgradation in the 2nd Round.
- Candidates **opting for Floating** after the 1st Round allotment will retain the seat allotted if no seats of higher preference are allotted in the 2nd Round. However, if such candidates are allotted seat of their higher preference

choices during second round, they will forfeit their claim on seats allotted to them in first round, and allotment of first round shall automatically stand cancelled.

Seat Allotment and reporting to the Directorate / Institutes for Round 2.

- Only the seats which remain vacant after the completion of reporting for the 1st Round will be available for allotment in the 2nd Round to the candidates who have opted for Floating Option for the 1st Round and to those candidates who have not been allotted any seat in the 1st Round.
- The second round of allotment done on the basis of the available seats and on the basis of the merit of NEET 2025 will be notified and published in the website www.apdhte.nic.in
- Candidates, after the declaration of result of 2nd round of counseling will have the Freeze option only under Submit Willingness tab.
 - A Candidate whose seat has been either upgraded or retained during the second Round will have to Freeze the allotment and report to the respective Directorates as has been described for the First Round for issue of Nomination Letter during the notified schedule.
 - 2. A candidate who has been allotted a seat only in the 2nd round will view and download the provisional allotment letter, pay the Seat Acceptance Fee /Security Deposit, Freeze the willingness and report to the respective Directorate as has been described for the 1st round.
 - 3. If the candidate fails to pay the Seat Acceptance Fee / Security Deposit, Freeze the allotment or report to the respective Directorate within the stipulated schedule, the seat allotment shall stand automatically cancelled. Such seat shall be automatically available for the Spot Round.

Withdrawal of Seats

- Candidates who have been issued provisional admission / nomination letter during the 1st or 2nd round but had not taken admission in the allotted Institution and want to withdraw the seat can do the same ONLINE within the stipulated schedule. Such candidates can participate in the Spot round if they so desire.
- Candidates who have taken admission in the allotted Institution will not be allowed to withdraw the seat.

 Seat Acceptance Fee/ Security Deposit of candidates who have withdrawn their seat during the stipulated period will be refunded as and when notified by the Directorate.

Spot Round

- A Spot round may be conducted after the second round to fill the remaining vacant seats, if any OR if any additional seats are received after the start of the process of Counselling
- The following candidates will be eligible for participation in the Spot round:
 - 1. Candidates who have withdrawn their allotted seat within the stipulated time.
 - 2. Candidates who have not been allotted any seat up to second round.
 - 3. Fresh candidates who could not register before the first round. Such candidates will have to register Online and pay the requisite registration fees.
- However, those candidates who have been allotted a seat during 1st or 2nd round and have NOT withdrawn their seat, CANNOT participate in the spot round. Candidates who have taken admission in an Institution against an allotted seat will not be permitted to join the Spot round.

Registration for Spot Round (if conducted):-

- Candidates who have registered ONLINE initially but have not been allotted any seat till the 2nd round will be automatically eligible for the Spot Round.
- Candidates who have not registered as per schedule for Online Counselling initially may Register Online during the scheduled period.
- The updated Merit list (if needed) will be republished in the portal before conduct of Spot Round of Counselling.

Reporting at Allotted Institute.

- Candidate, who opts for **Freezing Option**, should report to the respective Directorate, collect the Nomination letter and report to the allotted institution for admission as per its admission schedule.
- Allotment to candidates who have been offered seats but do not report at the allotted Institute within the scheduled period shall stand automatically cancelled and such seats shall be allotted to other candidates.

Other information

- Candidates should themselves ensure that the personal information provided by them is genuine and authentic.
- Candidates should not disclose/share their password with anybody. They must understand that they are solely responsible for safe guarding their passwords.
- Candidates should be aware of the fee structure of the institutes where they
 are interested to take admission. The fee structure of different participating
 institute may be different. For details about the infrastructure, hostel facility,
 fees, placement record etc., candidates are advised to contact the respective
 institute or to visit their website.
- Moreover, if a student reports and joins at the allotted Institute and makes the payment of fees etc. but subsequently quits the college, the fee etc. deposited at the Institute may or may not be refunded by the Institute.
- Candidates may take a printout (hard copy) of the registration form containing the above personal data. It is solely the responsibility of the candidates to verify that their personal data, including category, subcategory, state of eligibility, gender etc. are consistent with documentary evidence.

Refund of Security Deposit

In order to avoid unnecessary blockages of seats till the last date of admission by some of the candidates thereby causing loss of seats. Candidates who have been allotted seat have to pay one time refundable security deposit / seat acceptance fee as detailed below:

Sl. No	Course	Security Deposit (in Rs.)
1	MBBS, BDS, BHMS/BAMS/BUMS/BVSC	5000.00
	B.Sc. (Nursing / MLT / RIT / OOT / Agri / Horti / Fisheries /	
2	Sericulture / Forestry / Nutrition & Dietetics /Community	3000.00
	Science), BASLP and Others	

The Security Deposit shall be forfeited if the candidate do not take admission within the due date of admission.

The Security Deposit / Seat acceptance fee shall be refunded to the candidates who completes the admission in the allotted institute or withdraws his seat during the window period provided for the purpose. For refund of the Seat Acceptance Fee/Security Deposit, candidates will have to submit documents like admission receipt etc. or proof of withdrawal of seat, as and when notified by this Directorate.

DOCUMENTS REQUIRED FOR REGISTRATION AND ADMISSION:

Candidates are advised to keep the following documents, (in original along with 03 (Three) sets of self attested photocopies) for submission whenever asked for:

- 1. Pass port size photograph
- 2. Class X pass certificate for verification of age
- 3. Class XII marksheet/ pass certificate.
- 4. NEET 2025 Score Card
- 5. PWD certificate (if applicable)
- 6. Security Deposit / Seat acceptance fee receipt.
- 7. School Leaving/ Transfer Certificate
- 8. Migration Certificate
- 9. Medical Fitness Certificate
- 10. Certificate to ascertain the category of the candidate i.e.
 - i. APST Certificate for Cat I
 - ii. (a) Employment Certificate from respective employers for Cat II

OF

(b) Domicile Certificate (for a period of at least 3 years) issued during 2025 by First Class Magistrate during 2025 for Cat-II (Such candidates should have passed Class XII from any of the institution within Arunachal Pradesh.

SEATS AVAILABLE

The latest details of seats available so far can be viewed at https://apdhte.nic.in/seats 2025.htm

Tentative Seat Matrix

SI. No	Discipline	College/University	Total No of seats	Remarks
1	MBBS	Tomo Riba Institute of Health and Medical Science (TRIHMS), Naharlagun, Arunachal Pradesh	85	Regional
2	MBBS	RIMS, Imphal	7	Regional
3	MBBS	Agartala Govt. Medical College	2	Regional
4	BDS	RIMS, Imphal	4	Regional
5	BDS	RDC, Guwahati	3	Regional
6	BUMS	Nizamia Tibbi College, Charminar, Tilangana	1	
7	BAMS	Govt. Ayurveda College, Nagpur	1	Regional
8	BAMS	RA Poddar Ayurveda Medical College, Mumbai	1	Regional
9	BAMS	Post Graduate Institute of Ayurveda, Jodhpur	1	Regional
10	Sowa-Rigpa (BSRMS)	National Institute of Sowa-Rigpa, Leh	1	Regional
11	Sowa-Rigpa (BSRMS)	Central institute of Higher Tibetan Studies, Sarnath, Varanasi	1	Regional
12	Bachelor of Audiology and Speech Language Pathology (BASLP)	RIMS, Imphal	2	Regional
13	B. Sc. (Community Science)	College of Community Science, Tura, Meghalaya under Central Agricultural University	5	Regional
14	B. Sc. (Forestry)	College of Horticulture and Forestry, Solan under Dr. Y. S. Parmar University of Horticuture and Forestry, Nauni, Solan, Himachal Pradesh under North Eastern Council Secretariat, Shillong	1	Regional
15	B. Sc. (Forestry)	College of Horticulture & Forestry, Pasighat - 791102, Arunachal Pradesh, under Central Agricultural University, Imphal	4	Regional
16	B. Sc. (Horticulture)	College of Horticulture & Forestry, Pasighat - 791102, Arunachal Pradesh under Central Agriculture University, Imphal	7	Regional
17	B. Sc. (Horticulture)	College of Horticulture, Thenzawl, Mizoram under Central Agriculture University, Imphal	3	Regional
18	B. Sc. (Horticulture)	College of Horticulture, Bermiok, Sikkim under Central Agricultural University, Imphal	2	Regional

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19	B. Sc. (Agriculture)	School of Agriculture Science & Rural Development, Nagaland University, PO,	4	Regional
		Medziphema, Nagaland		
20	B. Sc. (Agriculture)	College of Agriculture, Imphal - 795004,	12	Regional
		Manipur under Central Agriculture		
		University, Imphal		
21	B. Sc. (Agriculture)	College of Agriculture, Kyrdemkulai,	3	Regional
		Meghalaya, under Central Agricultural		
		University, Imphal		
22	B. Sc. (Agriculture)	College of Agriculture, Pasighat - 791102,	7	Regional
		Arunachal Pradesh, under Central		
		Agricultural University, Imphal		
23	B. Sc. (Natural	College of Agriculture, Kyrdemkulai,	6	Regional
	Farming)	Meghalaya, under Central Agricultural	ŭ	regional
	1 41111118/	University, Imphal		
24	B. Sc. (Fisheries)	College of Fisheries, Lembucherra-799210,	4	Regional
27	D. 3c. (11311c11c3)	Agartala under Central Agricultural	7	Regional
		University, Imphal, Manipur		
25	B.V. Sc & AH	College of Veterinary Sciences & AH.,	12	Regional
23	B.V. SC & ATT	Selisih, Aizwal, Mizoram under Central	12	Regional
		Agriculture University, Imphal		
26	B.V.Sc & AH	College of Veterinary Sciences & AH.,	3	Pogional
20	B.V.SC & AFI		3	Regional
		Jalukie, Nagaland under Central Agriculture		
27	D. Dharm	University, Imphal		Dogional
27	B. Pharm.	Regional Institute of Pharmaceutical	5	Regional
		Science & Technology (RIPSAT),		
20	D. Dis (2)/	Abhoynagar Agartala		Don's sal
28	D. Pharm (2Years)	Regional Institute of Pharmaceutical	5	Regional
		Science & Technology (RIPSAT),		
	2 2	Abhoynagar Agartala		
29	B. Pharm.	Regional Institute of Paramedical & Nursing	3	Regional
		Sciences, Post Box No. 131, Aizwal-796017,		
		Mizoram		
30	B. Pharm.	Dibrugarh University	2	Regional
	()			
31	B. Sc. (N)	Regional Institute of Paramedical & Nursing	4	Regional
		Sciences, Post Box No. 131, Aizwal-796017,		
		Mizoram		
32	B. Sc. (N)	Regional College of Nursing, Guwahati,	3	Regional
		Assam		
33	B. Sc. (N)	RIMS, Imphal	5	Regional
34	B. Sc. (N)	Arunachal State Nursing School,	30	Regional
		Naharlagun		
35	B. Sc. (N)	Government School of Nursing, Pasighat	30	Regional
36	B. Sc. (MLT)	RIMS, Imphal	1	
37	B. Sc. (MRIT)	RIMS, Imphal	1	
38	B. Sc. (MLT)	Regional Institute of Paramedical & Nursing	3	Regional
50	D. Sc. (IVILI)	Sciences, Post Box No. 131, Aizwal-796017,	3	Regional
		Mizoram		
	<u> </u>	IVIIZOram		

39	B. Sc. (MRIT)	Regional Institute of Paramedical & Nursing Sciences, Post Box No. 131, Aizwal-796017, Mizoram	3	Regional
40	B. Optomery	Regional Institute of Paramedical & Nursing Sciences, Post Box No. 131, Aizwal-796017, Mizoram	3	Regional
41	B. Physiotherapy	Regional Institute of Paramedical & Nursing Sciences, Post Box No. 131, Aizwal-796017, Mizoram	3	
42	B. Sc. (Food Nutrition & Dietetics)	College of Community Science, Tura, Meghalaya under Central Agricultural University	1	Regional
43	B. Sc. (Agriculture)	Assam Agricultural University	2	Regional
44	B.V.Sc & AH	Assam Agricultural University	3	Regional
45	B. Sc. (Community Sc)	Assam Agricultural University	1	Regional

Distribution of Seats

SI. No	Category of Seats	Agency	Category – I	Category - II
1	MBBS	Govt. Of India	80%	20%
2	MBBS	Regional Bodies (including TRIHMS)	100%	0%
3	B.Sc. (Nursing)	Arunachal Pradesh	80%	20%
4	All other PCB group seats	Regional bodies	100%	0%

Conversion Rules:

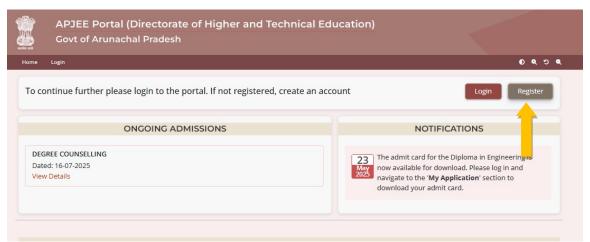
Before allotment of seats in the first round, if the number of registered eligible PWD candidates is less than the seat available, conversion of PWD seats to non PWD is possible within the categories i.e. Cat - I (PWD) to Cat - I and Cat - II (PWD) to Cat II separately to the extent of availability of PWD candidates.

If there is any resultant vacancy in the seats reserved for the PWD candidates after the first round of counselling, such seats will be converted to non PWD seats within the separate Categories for the second and subsequent round(s).

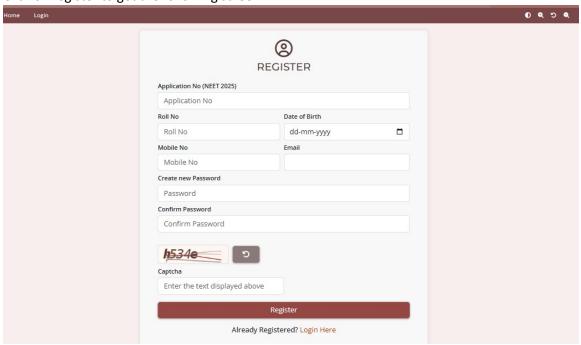
SCREENSHOTS OF REGISTRATION PROCESS.

Step - 1

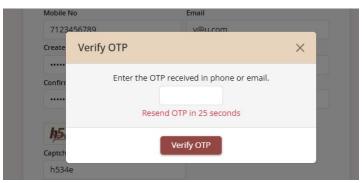
- > Open https://apjee.co.in
- > The following screen will appear



> Click of Register to get the following screen



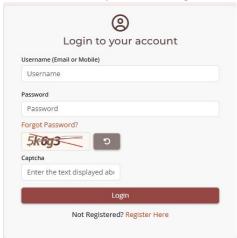
- Fill the Form with NEET 2025 Application No. , NEET 2025 Roll Number, Your date of Birth as filed in NEET 2025
- > Set your current and funtional Mobile Number, Email address and new Password and captcha and Click on Register



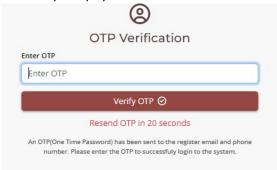
- Insert the OTP received eiher in Mobile or email and Click of Verify OTP
- On successful verification of OTP, the following screen will appear



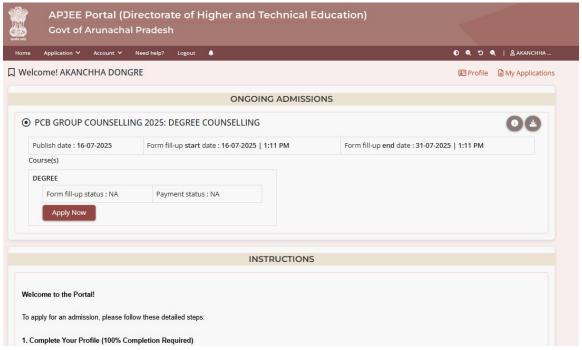
- Click of Login to Continue Button
- > This will redirect you to the Login Screen as below



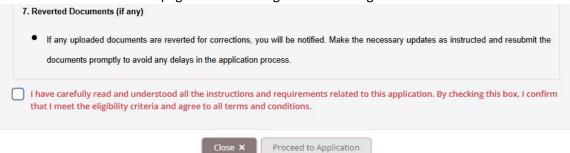
- > Login with you Email OR Mobile OR Applictaion Number and Password
- This will prompt you for OTP as below



Enter OTP and Verify OTP to get the Student Dashboard as below



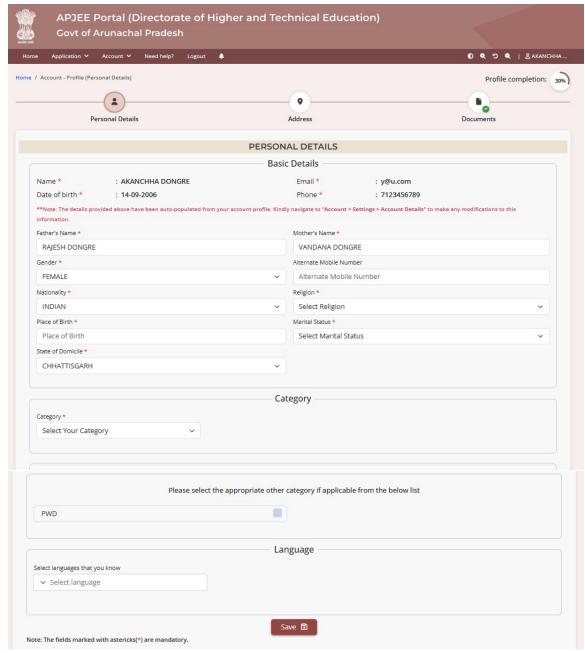
- Click on Apply Now
- Scroll down the Instruction page to bottom to get the following screen



- After reading the Instructions carefully check the box and click on Proceed to Application
- > The following screen will appear



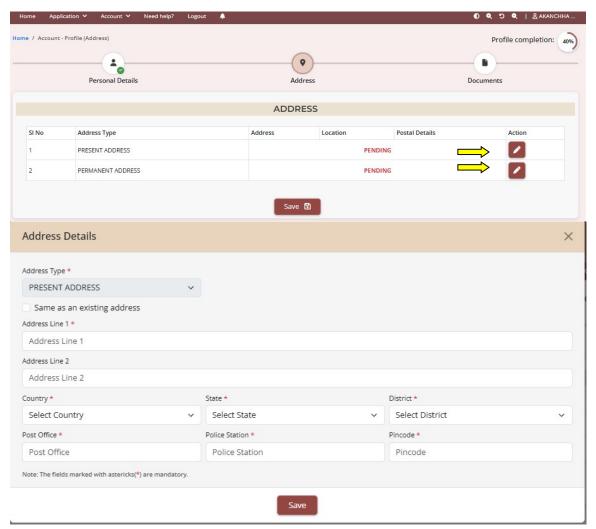
> Click on Go to Profile to fill the profile data as below



- > Fill all the form data and click on Save
- > This will prompt you the following popup message



- Click on Go to Next Session
- > Fill the Present and Permanent Address as below



- Repeat for both Present and Perment Address and Save it.
- Once done, the following screen will appear again.



- Click on Go to Next Session
- > The following page will appear to upload Profile Documents



- Choose Appropriate file and Upload. Repeat for all documents and then click on button Save and Proceed to Apply Page
- The following Popup will appear

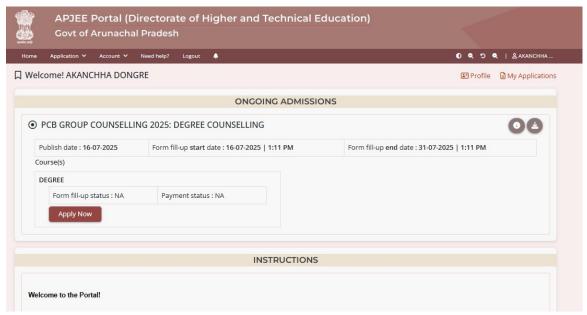


Your profile is 100% complete.

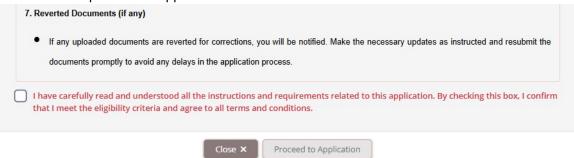
You are now eligible to apply through this portal.

Proceed to Apply Page

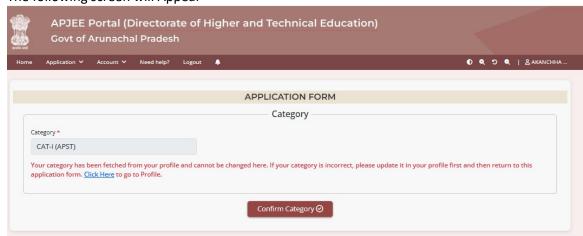
- Click on Proceed to Apply Page
- > This will re-direct you to the following Page



- Your Profile has been created successfully. Click on Apply Now button
- ➤ The Instruction Page will appear. Scroll down to the bottom of Page and Select the Check box and proceed to Application button as below



> The following screen will Appear



➤ Click on Confirm Category button. And the following poup will appear.



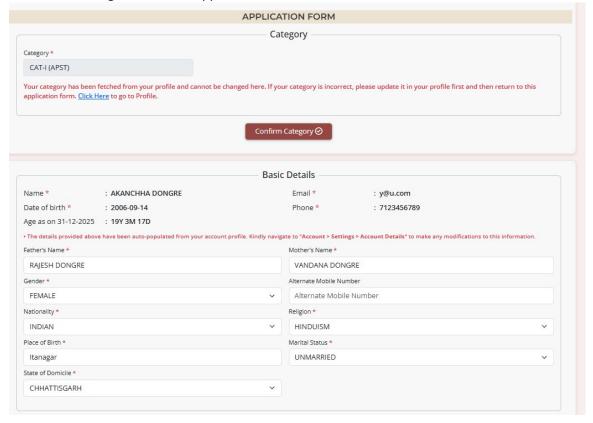
success

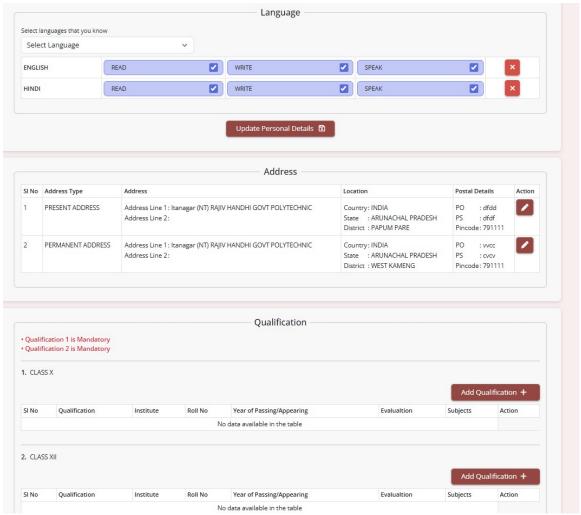
Category confirmed. Application initiated successfully.

Please continue form fillup.

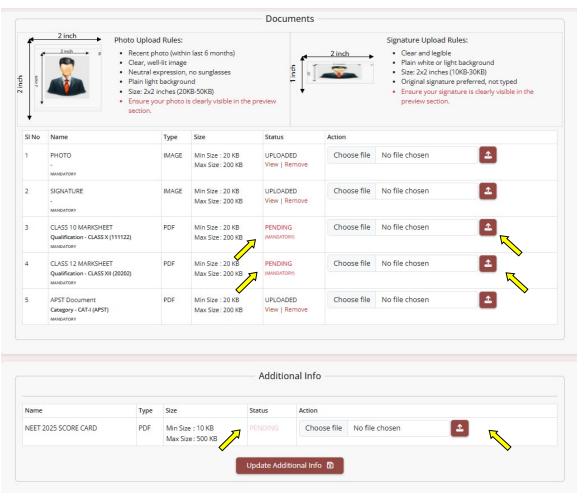
Continue form fillup process

- Click on Continue Form Fillup Process
- > And the following Window will appear

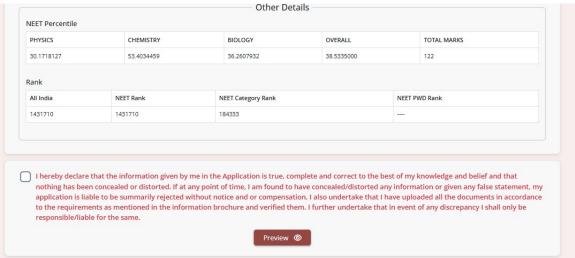




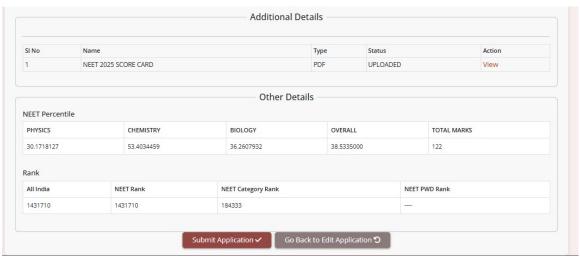
- Scroll down to Qaulification Section and Add Qualifactaion details i.e. Class X records and Class XII records
- Once, done, scroll down to the Documents Section and upload the Pending documents along with Additional Documents as below



- Click on Upload Additional Info button
- Scroll down belo to and mark the check box after readig the declaration carefully as below



- > Click on Preview button to check the entries before final submission
- Preview the Application and scroll down to bottom for final submission as below:



- Click on Submit Aplication
- > The following popup will appear



Are you sure you want to submit the application finally?

Please review the provided information carefully.

Once confirmed, you will not be able to make any changes to the application form.



- Click on Confirm and Final Submit
- The Success page will appear as below:

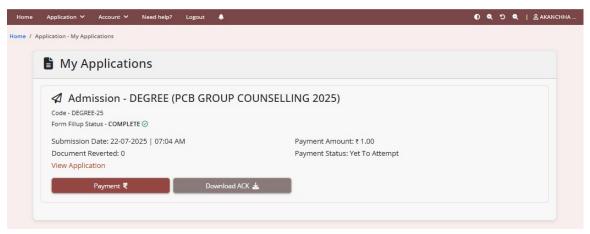


Success

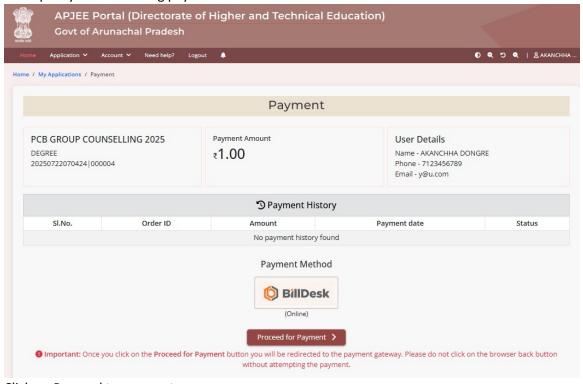
Application form submitted successfully.

Go to Application Section

- Click on Go to Application Section for completing Payment Process
- ➤ The following screen will appear



- Click on Payment Button
- ➤ This will bring the following screen. Read the information carefuly. Inform for any discrepecny before making payment



- Click on Proceed to payment
- Complete the Payment process as applicable



> The Application has been successfully completed

Verification of Application Form:

- ➤ Candidate are requested to keep login to their dashboard and check the status of verification of application.
- ➤ If any discrepency occurred in the applicant data, they same can be viewed in the dashboard.
- The discrepency can be rectified within the portal as per schedule available in the Information Brochure.

Online Counselling Process

The Screenshot / presentation of the process of the Online Counselling shall be shared in the official website www.apdhte.nic.in prior to start of counselling.