



ANDHRA PRADESH FISHERIES UNIVERSITY

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Padmaja Nagar, Tadigadapa, Vijayawada -521 134, A.P.

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INSTRUCTIONS TO APPLICANTS FOR ADMISSION INTO *DIPLOMA IN FISHERIES (DFS) PROGRAMME FOR THE ACADEMIC YEAR 2024-25.*

- The applicant should read and understand all the instructions and eligibility criteria for admission before proceeding to fill the online application form. The applicant is advised to take printout of the information bulletin. Candidates are advised to read the information bulletin carefully and go through the instructions regarding the filling of online application forms.
- Only online application will be accepted, which is hosted in www.apfu.ap.gov.in and www.aptonline.in. Application in any other format will not be accepted and will be summarily rejected.
- The applicants are informed not to send the downloaded application to the University by post, by courier or in-person as such applications will not be accepted.
- The applicant should mention his/her or parents mobile number & Email ID for correspondence and shall avoid the mobile number & email ID of others.
- Candidates are **advised to keep visiting www.apfu.ap.gov.in and www.aptonline.in website and check their e-mail/SMS regularly for latest updates.**
- It is the sole responsibility of the applicant to ensure that he/she fulfils the specified eligibility criteria before submitting the online application.
- The applicant is informed that mere submission of online application form does not guarantee allotment of seat.
- Applications complete in all aspects including fee payment will only be permitted by the system for “**Final Submission**”. In case due to power failure/payment failure/server issues or any other technical issues, if ‘final submission’ is not done, the candidate need to repeat the process and submit the application again.
- Data of candidates who passed SSC from Board of Secondary Education, Andhra Pradesh will be automatically obtained from the Board on entering SSC Hall Ticket Number of the candidate. For all other candidates, the data is to be filled by the candidate only.

Grievance Request:

- If any candidate wants to edit or upload any document now in support of candidature, the candidate first must COMPLETE REGISTRATION process.
- A registered candidate can edit or upload any certificate/document by applying from "Grievance Request" and add/upload documents or certificates in relevant fields, THIS FACILITY can be AVAILED ONLY ONCE. All those uploaded documents will be considered for further processing only subject to the verification by the competent authorities.

Login:

- No separate login is required for the candidates as the Registered Mobile Number and Hall Ticket would be authenticated for all services such as Registration, Grievance requests, Web-options, print payment receipt etc.
- Applicants have to complete their registration by verifying their data populated in the application form and also making payment.
- The candidates are informed to **mention their personal mobile numbers and Email IDs**, but not the mobile numbers and Email IDs of relatives, friends, net/online/xerox centres etc. during online registration.
- Candidates are required to read the information bulletin thoroughly.
- For any other information, the candidates may contact the following Phone Nos. from **Monday to Friday working hours from 10.00AM to 5:00PM strictly.**

Andhra Pradesh Fisheries University

Contact Numbers

- | | |
|---|------------|
| 1. Co-ordinator Polytechnics, APFU,
Vijayawada | 8985318321 |
| 2. Principal, Sri MVKR Fisheries Polytechnic,
Bhavadevarapalli | 9490925196 |

Registration:

- The applicant has to click on the link provided in the website www.apfu.ap.gov.in and www.aptonline.in for registration which will be redirected to APT Online website.
- Click on the Registration link under application forms after reading the information bulletin thoroughly.
- The candidates who passed SSC from Board of Secondary Education, Andhra Pradesh or equivalent examination need to enter the hall ticket number of SSC or equivalent examination and Date of Birth and click submit. Enter the One Time Password (OTP) sent to your mobile number.
- The candidates data may be checked in detail and required scanned certificates may be uploaded wherever necessary viz., Caste Certificate/Local Status Certificate/EWS/NCC/PH/Sports/Form-I etc. It is the sole responsibility of the applicant to ensure that he/she fulfils the specified eligibility criteria before submitting the online application.
- After checking the filled information and successful submission the page will be redirected to the multiple payment gateway for paying the registration fees. The registration fees as detailed below;

Online registration of application form fee payable by candidate	10.06.2024 (10:00AM) to 26.06.2024 (5.00PM)
Application Fees	
General/Backward Classes	Rs.800/-
SC/ST/PH	Rs.400/-
Processing charges & GST are to be paid by the candidate, as applicable	
Online registration of application form with LATE FEE	27.06.2024 to 29.06.2024
Application Fees	
General/Backward Classes	Rs.1600/-
SC/ST/PH	Rs. 800/-
Processing charges & GST are to be paid by the candidate, as applicable	
Tentative date for exercising web-options	06.07.2024
Note: No request to refund of fee once remitted by the candidate will be entertained under any circumstances.	

Web-options:

- Applicants/Candidates should exercise web-options through online at specified dates (06.07.2024) for choosing their preferences with respect to Polytechnic institutions. SMS alert shall be sent to registered mobile number for above web-options.

Download Allotment Letters:

- After web-options are exercised, seats will be allocated based on merit and eligibility to respective polytechnic institutions. Then, the candidates shall download the allotment letters. After downloading the allotment letters, the options '**Freeze**' or '**Float**' are provided to candidates to manage their seat allocation preferences. Candidates shall exercise any one of the following options on the website i.e. Freeze, or Float.

1. Freeze: If candidate exercises "freeze" option, the allotted seat is fixed and the candidate is not eligible for sliding in the next phase of counselling.

2. Float: If candidate chooses "float" option, the candidate is eligible for sliding in the next phase of counselling.
