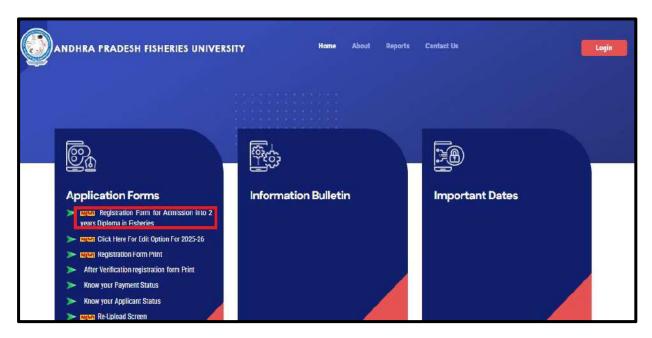
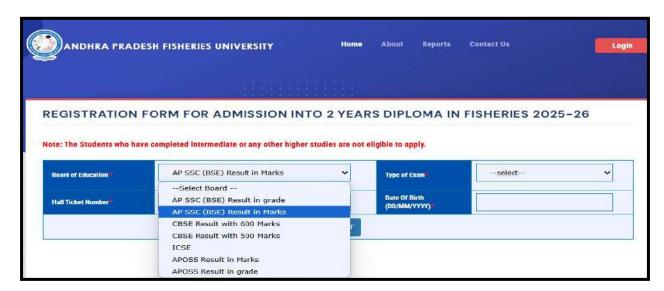
APFU - POLYTECHNIC DIPLOMA PROGRAMMES

USER MANUAL

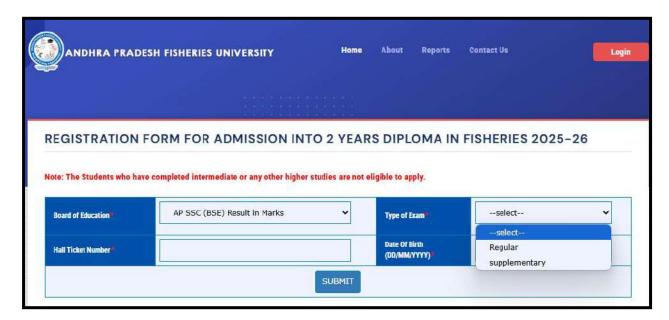
Click on the Registration form in the Forms section.



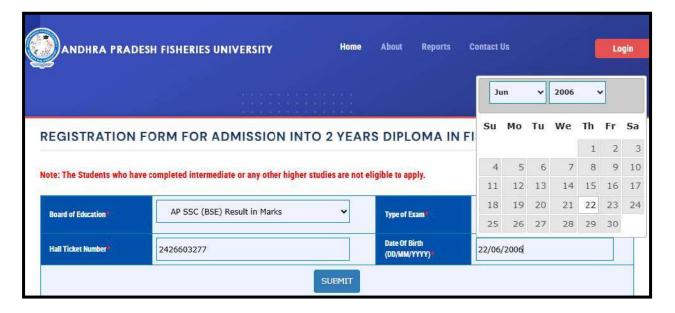
Select the Board of Education.



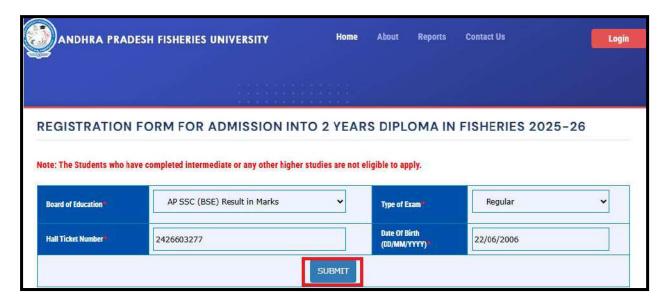
Select the Type of Exam (Regular/Supplementary).



Enter the Hall Ticket Number and select the Date of Birth.

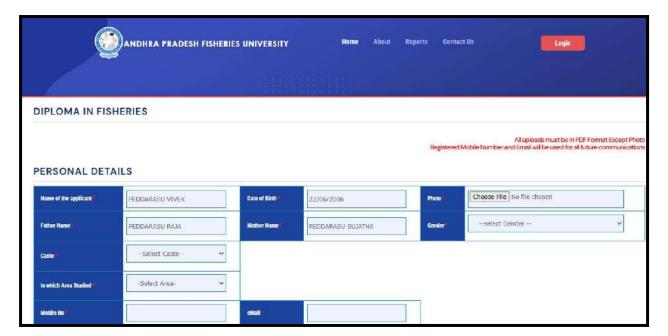


Click on the Submit button to open the registration/Application form.

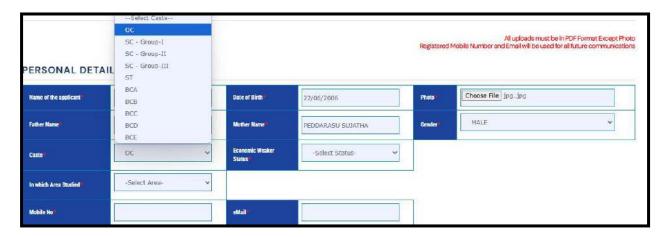


The basic details like personal details of the candidate will be auto populated.

Details will be auto populated only for SSC-AP & if candidate belongs to CBSE the candidate has to enter the details manually.



The caste drop down will be displayed, if selected the OC caste, the below screen will displayed.



The details will be asked whether belongs to EWS or not, If YES sect YES.



Select the issuing authority name from the drop down..



If the certificate number is not validated the pop-up will appear.



Then the file has to be uploaded and select the area studied (Non-Municipal/Municipal).



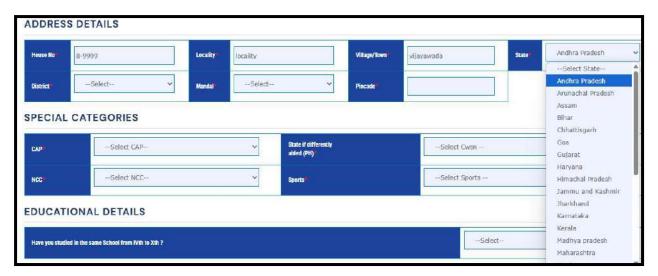
If selected the as Municipal in the area of study, then the application will be continued.



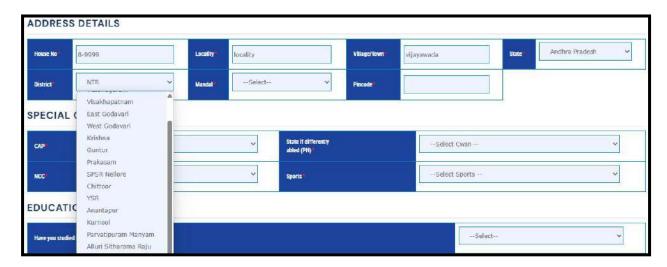
If selected the Non-Municipal in the area of study, then the FORM-I has to be uploaded. Also enter the mobile number and email id has to be entered manually in the text box provided.

Name of the applicant	PEDDARASU VIVEK	Date of Birth	22/06/2006	Photo [®]	Choose File ipa ipa	
Father Name®	PEDDARASU RAJA	Mother Name*	PEDDARASU SUJATHA	Gender**	MALE	*
Caste	oc v	Economic Weaker Status	Yes ✓	EWS From*	APSEVA (SACHIVALAYAM)	*
EWS Caste Certificate No	EWS12345678900000	EWS Upload Certificate	Choose File ProcedingL_r_ACET.pdf	In which Area Studied	Non Municipal	*
FURM-I	Choose File No file chosen	Mobile No	P. T.	eMail®	7	

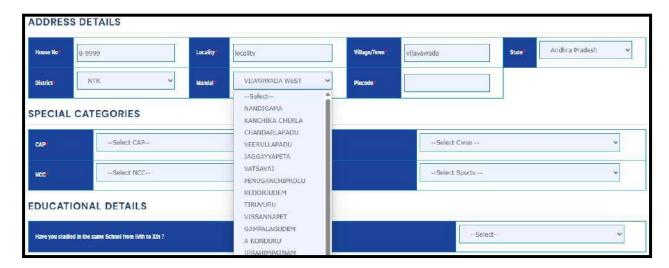
The address details had to be entered manually in the text box provide, and the remaining drop downs like state.



Select the district from the drop down .



Select the mandal from the drop down.



Enter the pin code in the text box provided.



The special categories had to be selected by the candidate if applicable to the candidate.



If the candidate belongs to CAP, then select YES and upload the documentary proof.



If the candidate doesn't belongs to CAP, then select NO and move forward.



If the candidate is having NCC, then select YES and upload the documentary proof.





If the candidate is having the Sports for reservation, he has to select YES, othherwise NO.



If the candidate selected YES in the Sports category, then select the category, select the check box and upload the relevant file.

CAP*	No ~	State if differently abled (PH)	Not Applicable 🗸		
NCC	No ~	Sports	YES ¥		
International	Sports Certificate	Choose File No file chosen	National Level	Sports Certificate	Choose File No file chosen
State Level	Sports Certificate	Choose File No file chosen			

If the candidate is not having the Special categories sect NO and not applicable in the drop downs.



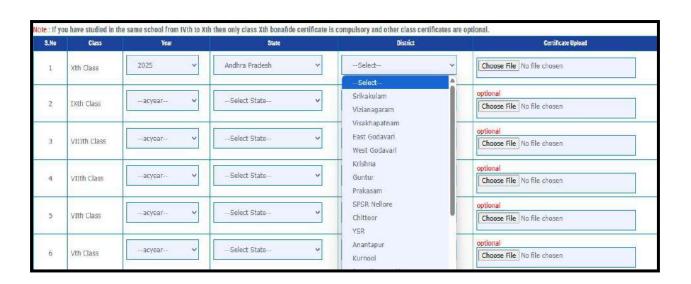
Candidate has to enter the educational details of his last seven years, if candidate does not belongs to same school.



If the candidate studied in the same school, then select YES and he can select only 10th class and upload the file. The remaining are optional.



.No	Class	Year	State	District	Certificate Upload
1	Xth Class	2025 ~	Select State V	select District 🗸	Choose File No file chosen
			Select State		
2	IXth Class	acyear 🗸	Andhra Pradesh Arunachal Pradesh	select District 🗸	optional Choose File No file chosen
3	VIIIth Class	acyear v	Assam Bihar Chhattisgarh	select District	optional Choose File No file chosen
4	VIIth Class	acyear 🗸	Goa Gujarat Haryana	select District 🗸	optional Choose File No file chosen
5	VIth Class	acyear 🔻	Himachal Pradesh Jammu and Kashmir Jharkhand	select District 🔻	Choose File No file chosen
6	Vth Class	acyear 🕶	Kamataka Kerala	select District 🐱	optional Choose File No file chosen





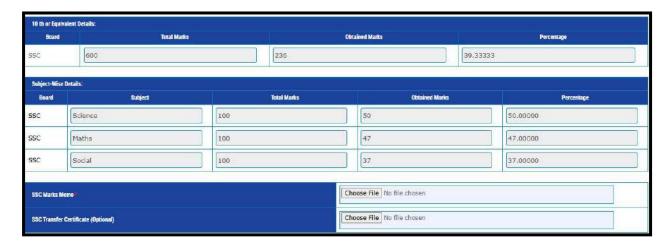
If the candidate studied in the different schools in the last seven years then select NO and select all the fields and upload all the files.





Click on GET REGION after selecting and uploading the files. Basing on the state and district, the region will get.

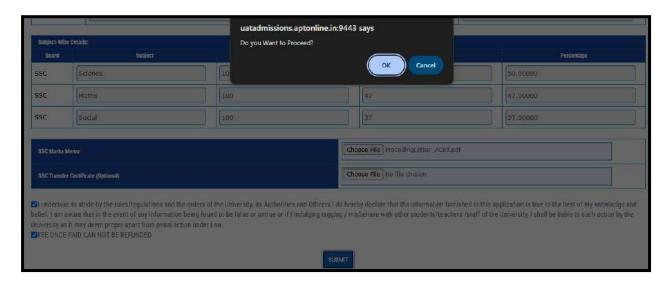
The details of the SSC will be auto populated basing on the SSC data.



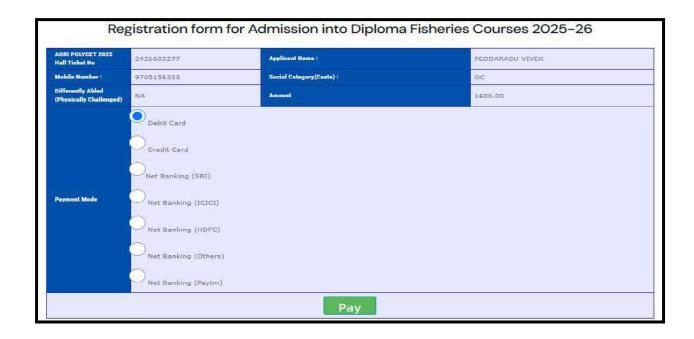
The disclaimer and the Fee non refund check box has to be selected to Submit the Application form, other wise it will not be submitted.



After clicking on the Submit button, a pop-up message will appear, that do the candidate wish to proceed or not for confirmation.



If candidate clicked on YES then it will redirect to the payment page.



After doing the payment the below window will appear.

