



**COMMISSIONERATE OF HIGHER EDUCATION
GOVERNMENT OF ANDHRA PRADESH
MANGALAGIRI, A.P., INDIA**



Degree Admissions - 2026

ADMISSIONS INTO GENERAL UG PROGRAMMES

B.A., B.Sc., B.Com., BBA., B.Voc., BCA, BPA, BMS, BHM, BFA, 5-year integrated PG programmes with Intermediate qualification etc. (excluding programmes covered through other CETs)

Notification for Online Admissions for Academic Year 2026-27

As per G.O Ms. No. 34 Higher Education Dt: 15-10-2020, Online Admission Process was introduced for admission into Under Graduate Programmes offered by the Degree Colleges in the state to promote merit, achieve excellence, curb malpractices, implement reservations, conduct fair, non-discriminatory and merit based admissions in a transparent basis in the larger interest and welfare of the student community.

The eligible candidates who passed out from Board of Intermediate, AP or other recognized boards equivalent to Intermediate are eligible to participate in web counselling for the seats in Undergraduate Programmes in Arts, Science, Commerce & Management etc., leading to the award of B.A., B.Sc., B.Com., BBA., BCA., B.Voc, BMS, BHM, BFA., BPA., 5 year integrated PG programmes with Intermediate qualification in Government/Private Aided/Private Unaided Degree Colleges(including Autonomous Colleges), University constituent colleges, Private Universities (under convenor quota) and other HEIs offering BBA/BCA in the State of Andhra Pradesh for the academic year 2026-27. Candidates are informed that the online admission process comprising of registration, payment of processing fee will commence from **05.08.2026**.

Eligibility Conditions

1. Candidates who have passed Intermediate / equivalent examination with eligible pass percentage in qualifying examination.
2. The candidates should satisfy the local / Non-Local status requirements as specified in G.O.Ms.No. 38 Higher Education (EC) Department dated 30.06.2026 and its amendments from time to time from the Government.
3. Admission to 85% of the seats in each course shall be reserved in the Educational Institutions for the local candidates of Andhra Pradesh. The remaining 15% of the seats shall be un- reserved seats for the candidates of local/Non-local areas to be filled up as follows:
 - (i) All the candidates eligible to be declared as local candidates in two local areas (AU and SVU) of Andhra Pradesh.
 - (ii) Candidates who have resided in the State for a total period of ten (10) years excluding periods of study outside the State or either of whose parents have resided in the State for a total period of ten years excluding periods of employment outside the State
 - (iii) Mere registration or qualified in intermediate / equivalent examination does not entitle a candidate to be considered for admission unless the candidate fulfills the requirements laid down for admissions.
 - (iv) Registration and exercise of web options doesn't entitle the candidate for allotment and his/her choice of allotment. Allotment of seat is purely on merit basis and as per rule of reservation as specified in the respective G.O.s issued from time to time.

Submission of Application

As per G.O.Ms.No 45 Higher Education (CE) Department dated 16-07-2025, the application process for admission into under graduate programmes i.e., BA., B.Com., B.SC., etc., offered by the Degree Colleges in the State, through Common

Admissions Portal can be submitted in the following manner:

- a. Student(applicant) can directly submit an application in CAP with preference marked for different Degree colleges and programmes for admissions into under graduate programme (or)
- b. Student can also physically submit individual application for the Degree College concerned at the College premises. The concerned Principals shall receive such applications from the student and enter such application in CAP duly giving acknowledgement to the student.
- c. AADHAR based authentication is compulsory while submitting application directly in CAP or physically at the college.
- d. If a student submits an individual application physically at the college and also submits directly on the Common Admissions portal, the college and programmes selected in the physical application submitted at the Degree College shall be treated as his/her first preference. Accordingly, seat allotment shall prioritize these preferences based on merit only.

Payment of Processing fee:

Rs.400/- for OC, 300/- for BC and Rs. 200/- for SC/ST through online by credit card/ debit card/ net banking / UPI through the "Pay Processing Fee" link in the web site "<https://cap.apcfss.in>".

Schedule for Phase-I of Degree Admissions- 2026-27

Sl No	Detail	Dates
1	Notification	04.08.2026
2	Registration of students	05.08.2026 to 11.08.2026
3	Special category verification	12.08.2026 & 13 .08.2026 at 3 centers
4	Opening of HLCs for verification of Certificates, etc.,	06.08.2026 to 20.08.2026
5	Exercise of web options	15.08.2026 to 19.08.2026
6	Change of Web options	20.08.2026
7	Allotment of seats	26.08.2026
8	Reporting of students to colleges allotted	27.08.2026 to 29.08.2026
9	Commencement of classes	27.08.2026

Original Certificates to be uploaded at the time of Registration (only in PDF format)

- 1) Proof of Date of Birth (SSC or its Equivalent Memo).
- 2) Memorandum of Marks (Intermediate or its equivalent).
- 3) Study Certificates from 6th class to Intermediate
- 4) EWS certificate valid for the year 2026-27 from Mee-Seva or Grama-Sachivalayam for OC candidates who claim reservation under EWS category
- 5) Residence Certificate of candidate for a period of 7 years preceding the qualifying examination (Inter or its equivalent examination) in case where the candidate has no institutionalized education.
- 6) Andhra Pradesh Residence Certificate of father/mother for a period of 10 years excluding the period of employment outside Andhra Pradesh from Tahsildar in respect of Non-Local Candidates.
- 7) Integrated Community Certificate, in case of BC/ST/SC issued by the competent authority.
- 8) Income certificate of parents from all sources issued on or after 01.01.2023 or White Ration card (candidate name and either of the parent's name have to be reflected in the ration card) in case of candidates who claims tuition fee reimbursement.
- 9) Candidates claiming reservation under NCC/Sports/ PWD/ CAP shall upload the following.
 - a) **PWD** - Candidates with benchmark disability (PWD) category have to produce a certificate issued by the District Medical Board.
 - b) **CAP** - Candidates shall submit certificates from the Zilla Sainik Welfare Board (viz) Discharge book & Identity card etc for Verification. Children of Ex-Service and In-Service persons who are domicile of Andhra Pradesh will alone be considered for allotment of seats under CAP Category.
 - c) **NCC & Sports** – Produce original certificates issued by competent

authorities. The candidate should have represented from the state of AP.

- d) **Extracurricular activities:** Candidates claiming reservation under this category shall produce relevant certificates

Verification of Certificates for Special Category Candidates:

All special category candidates shall attend for certificate verification **(Physical Mode) at any of the following three Help Line Centres(HLCs) on 12.08.2026 and 13.08.2026 from 10.00 am to 03.00 pm.**

- 1) **Dr. V. S. Krishna Government Degree College (A), Visakhapatnam**
- 2) **SRR & CVR Government Degree College (A), Vijayawada**
- 3) **S V University, Tirupati.**

The candidates are informed to attend the certificate verification with all originals PWD/CAP/NCC/Sports/Extra-curricular-activities certificates issued by competent authorities as applicable, in case of candidates who fail to attend on the said dates at the said centres for Physical Verification shall not be eligible to claim the reservation under these categories.

Prerequisite before payment of Registration Fee

1. Mobile Number (**AADHAAR linked**) to receive User Name, Password, OTP and other information related to Degree admission.
2. Alternative mobile number (father / mother)
3. Email Id

Payment of Registration Fee

All the eligible and desirous candidates shall pay the processing fee as applicable from 05.08.2026 onwards using URL "**<https://cap.apcfss.in>**"

- Processing fee can be paid through online using credit card or debit card or UPI or through internet banking.
- Enter URL "**<https://cap.apcfss.in>**" and after filling in the required details of the Registration Page, click on "**Proceed to Payment**".

- The candidate will be directed to payment gateway.
- Select any one mode of payment i.e., credit card or debit card or net banking or UPI and enter credentials.
- The transaction charges will be levied as applicable.

Important Note:

Payment of processing fee may sometimes be delayed due to network issues and payment made by the candidate may not be successful. In such cases, candidates need to pay the processing fee once again and the amount debited due to failure of transaction will be remitted back into the respective account within 7 working days from the date of payment.

If excess payments are not remitted in 7 working days candidate is informed to approach the nearest HLC and action will be taken for refund of excess fee if paid any.

Registration Process and Verification of Certificates:

- After filling the application form with all relevant details and on successful payment of processing fee, application number will be sent to the registered mobile number and email id, furnished at the time of filling the Registration page.
- Candidates whose certificate data is already verified through web services can proceed for exercising web-options as per schedule.
- For candidates whose certificate data is incomplete/irrelevant, an SMS will be sent to upload the certificates for verification again.
- For further clarifications, candidates can also attend HLC (Help Line Centre) from 06.08.2026 to 18.08.2026.
- By entering the Application Number, date of birth and One Time Password the candidate can exercise the web options.
- Candidates Belonging to Special Category i.e., PWD/CAP/NCC/SPORTS/Extra-Curricular Activities shall attend at any of

the specified Help Line Center for certificate verification on the specified dates indicated in the schedule which will be held only once for Degree Admissions for 2026-27.

- Unless the candidate fills in the application details online and exercises web options, he/she will not be considered for allotment of a seat.
- Candidates are informed that there are **27 Helpline Centers** across the state
- ***ALL THE CANDIDATES NEED NOT go to help line centers for verification of certificates. In case of candidates whose data is verified, displayed and agreed, they can directly proceed for web option exercise as per the schedule.***
- For any help such as Non-Receipt of Login Id, Application Number or any other corrections, candidates are requested to contact nearest Help Line centers with valid proof.
- Detailed instructions for options entry i.e., Instruction Manual for candidates can be accessed through "**<https://cap.apcfss.in>**".

Convenor Office Address:

CONVENOR, DEGREE ADMISSIONS -2026
Commissionerate of Higher Education
D.NO:11-307, Garudadri KK Towers, Sri Lakshmi Narasimha Colony,
Mangalagiri – 522503, Guntur Dt.,
Andhra Pradesh.

Dated: 05.08.2026
Mangalagiri

CONVENOR
DEGREE ADMISSIONS-2026