



To,
All the Principals of Government and Private Un-aided, Non-Minority and
Minority Medical Colleges and Sri Padmavathi Medical College for Women
(under SVIMS), Tirupati in the State of Andhra Pradesh.

Sir/Madam,

Sub:- Dr.NTR UHS – ADMISSIONS – Conduct of Web based counseling for admission into
MBBS course for the academic year 2024-25 under Competent Authority Quota –
Release of allotments of Phase-III counselling - Certain instructions issued – Regarding.

I am by direction to inform that, the 3rd Phase of web counselling for UG MBBS seats under
Competent Authority Quota is completed on 26-10-2024 and candidates have to report at the respective
Medical Colleges on or before **02.00 PM on 28-10-2024**.

**In view of the MCC schedule, all the Principals are requested to treat SUNDAY
(27-10-2024) as working day for the purpose of reporting of allotted candidates under Competent
Authority Quota, Phase-III of Counselling.**

In this connection, I am to inform you that, this University has verified the uploaded scanned
copies of the candidates for UG Medical admissions. The Original certificates of the candidates were
not verified by the University.

**I therefore, request you to constitute an admission Committee internally at college level
for verification of the original certificates of the allotted candidates at the time of admission at
college and ensure that the candidate has fulfilled the eligibility criteria as per NMC (MCI)
Regulations / University Regulations.**

The “Committee” to be constituted at the colleges shall verify all the Original certificates of the
candidates as University has verified only the scanned and uploaded documents. Any deviation found
while verifying the original certificates which are as follows, with regard to eligibility should be brought to
the notice of the University immediately:

- a) Educational qualification as per NMC
- b) Minimum age i.e. 17 years as on 31st December, 2024
- c) Category (caste)
- d) Local area
- e) EWS (Economically Weaker Section)

The list of documents to be verified at the time of admission is specified vide Annexure- I.

You are further requested to admit the candidate duly following the admission procedure and on
production of original certificates and verification of allotment order of the candidates with the college-
wise list available in the Link <https://apuhs-ugadmissions.aptonline.in/MBBS/Home/StudentLogiin> and to
follow the instructions enclosed herewith strictly. **You are also informed to upload the reported/not
reported candidates data on the above website by 02.30 PM on 28-10-2024 without fail.**

Instructions:-

1. Candidates will receive the message on the registered mobile after allotment of seat, if seat is
allotted. The candidates are also instructed to visit the website: <https://drntr.uhsap.in> for status of
allotment.

2. Candidates shall check their final allotment in Phase-III web based counseling and take the print out of allotment letter from the web and report to the respective colleges on or before the date specified on the Provisional allotment letter.
 - a. Candidate who has already joined and now slid to another college is deemed to be relieved from the previous college and who have paid university fee in the Phase-I & Phase-II need not pay again and shall report to the Principal of newly allotted college with the following documents.
 - Allotment letter of 3rd phase counseling
 - Custodian certificate issued by the previous college
 - Admission letter issued by the previous college affiliated to Dr.NTR UHS and pay the tuition fee to complete the admission process, failing which the candidate will lose the admission. The candidate also informed to intimate the Principal of earlier college about the allotment in 3rd phase counseling through mail / mobile.
 - b. **Fresh allotments:** Candidates who are allotted seat in the 3rd phase have to download the allotment order from the portal by paying University fee Rs.10,600/- through payment gateway and report to the allotted college with all original certificates, provisional allotment order and provisional verification copy and pay the tuition fee and college fee.
3. The original certificates of the candidates who got fresh allotment will be verified at the college and incase of any discrepancy the provisional allotment will be cancelled and action will be initiated as per University regulations.
4. If the candidate slides to other college during 3rd phase of counselling, the original certificates will be sent to the newly allotted college by the previous college.
5. **Certain candidates who have reported under Phase-I/Phase-II allotments of Self-Financing / NRI category seats in new Government Medical Colleges / category B seats & category C (NRI) seats in Private Medical Colleges /SVIMS, Tirupati are allotted seat under this Competent Authority Quota of Phase-III counselling as per their options. Desirous candidates may exit from earlier reported Phase-I/Phase-II MQ seat and may report before the Principal concerned of the college under Phase-III CQ allotment within the date specified in allotment letter. In such cases, the Principals are requested to relieve the candidate who has reported under Phase-I/Phase-II MQ seat and again got allotment under this Phase-III CQ seat.**
6. **There will be no upgradation or Free Exit after Phase-III of counselling.**
7. **Candidates allotted seat under Competent Authority in Phase-III will not be allowed to opt for Phase-III of Management Quota counselling and further counsellings.**
8. The University fee once paid shall not be refunded under any circumstances.

Kindly acknowledge the receipt of the same.

Encl: As stated

Yours faithfully,

(Dr. V. RADHIKA REDDY)
REGISTRAR

GHK
26/10/2024

Copy to the Principals of all Government/Private Dental Colleges affiliated to Dr. NTR UHS – with a request to relieve the candidates who were joined BDS course either under CQ or MQ and got allotment for MBBS Course under Phase-III of CQ Counselling duly returning all the originals and refund of fee, and update the status of relieved candidates as **FREE EXIT. Also treat SUNDAY (27-10-2024) as Working day.**

ANNEXURE

The following original certificates to be verified and collected at the time of admission.

(Photostat Copies in respect of Candidates who submitted custodian)

1. Original allotment order.
2. Print out of online application.
3. Final Application form.
4. Re-revised Score card of NEET UG – 2024.
5. SSC or equivalent examination containing the Date of Birth.
6. Memorandum of marks of qualifying examination i.e., Intermediate or Equivalent examination.
7. Intermediate Transfer certificate (T.C).
8. Study Certificate(s) from 6th class to Intermediate.
9. Permanent Caste Certificate (Integrated Community Certificate).
10. Minority certificates issued by the Minority Department/ concerned Department, if applicable.
11. Income certificate of the Parent issued by MRO / Copy of White Ration card.
12. Income and Asset certificate valid for the year 2024-25 (EWS).
13. Special Category certificates, if applicable i.e. (PwBD/NCC/CAP/PMC/Sports/Anglo Indian/Scouts & Guides).
14. Local status certificate (If migrated from Telangana State to Andhra Pradesh State).

