

ADMISSION POLICY

SRK Institute of Technology (Autonomous), Vijayawada

1. Introduction

This Admission Policy outlines the transparent, merit-based, and regulation-driven process followed for admissions into various programs offered at SRK Institute of Technology (Autonomous). The institution strictly adheres to the guidelines of **AICTE**, **UGC**, **APSCHE**, **State Government**, and **affiliating university**.

2. Admission Principles

The institution follows the principles of:

- **Merit-based selection** as per entrance examination / qualifying examination ranks.
- **Transparency** by following statutory regulations of the State Government and regulatory bodies.
- **Equal opportunity** without discrimination based on gender, caste, religion, or nationality.
- **Reservation policy** as per Government of Andhra Pradesh norms.
- **Fairness & accountability** through documented processes and published guidelines.

3. Admission Categories

Admissions are made under the following categories depending on the program:

3.1 Category–A Seats (Convener Quota)

- Filled through the centralized counseling conducted by **APSCHE** based on:
 - **EAPCET** (for B.Tech)
 - **ECET** (for lateral entry)

- ICET (for MBA & MCA)
- Fee structure for these seats is approved by the **Andhra Pradesh Admission and Fee Regulatory Committee (AFRC)**.

3.2 Category–B Seats (Management Quota)

- Filled by the institution as per **APSCHE / State Government guidelines**.
- Merit-based procedure is followed, considering:
 - Entrance test rank (EAPCET/ECET/ICET/GPAT or equivalent), OR
 - Marks in the qualifying examination (10+2 / Degree), as per rules.
- Admissions are uploaded to the **APSCHE online portal** as required.

3.3 NRI / Supernumerary Quota (where applicable)

- Filled as per AICTE/UGC/State Government rules.
- Equivalence of qualifying examination must be certified.

4. Eligibility Criteria

Eligibility is determined strictly as per State Government, AICTE/UGC, and affiliating university norms.

4.1 Undergraduate Programs (B.Tech)

- Pass in 10+2 with prescribed subject combinations (PCM for engineering; MPC/BiPC for pharmacy).
- Valid rank in AP EAMCET / EAPCET or equivalent.

4.2 Postgraduate Programs (M.Tech / MBA / MCA)

- Bachelor's degree in relevant discipline with required qualifying marks.
- Valid rank in GATE / PGECET for M.Tech; ICET for MBA/MCA; GPAT/PGECET for Pharmacy.

4.3 Lateral Entry Programs

- Diploma holders admitted through ECET as per APSCHE norms.

5. Admission Process

5.1 Category-A (Convener Quota)

- Participating in State-level counselling is mandatory.
- Allotment based on rank, category, and preferences.
- Candidates must report to the institution with allotment order, certificates, and fee payment.

5.2 Category-B (Management Quota)

- Notification issued as per APSCHE schedule.
- Applications invited online/offline.
- Merit list prepared based on prescribed criteria.
- Selection process documented and uploaded to APSCHE as required.

6. Transparency Measures

- Fee structure displayed prominently on the website.
- Admission guidelines, seat matrix, and category-based intake published each year.
- Merit lists for Category-B admissions are displayed on notice boards and the website.
- All admissions are ratified and uploaded to the APSCHE Admission Portal.

7. Reservation Policy

Reservation is strictly as per Government of Andhra Pradesh norms for:

- SC, ST, BC categories
- EWS (as per state policy)

- PH (Persons with Disabilities)
- NCC, Sports, CAP, and other special categories as applicable

8. Anti-Capitation Policy

The institution **does not collect any capitation fee.**

All fees are collected strictly as per:

- AFRC approval (for Category-A)
- APSCHE/State Government norms (for Category-B/NRI)

Any deviation is strictly prohibited.

9. Document Verification

Candidates must submit original certificates for verification at the time of admission:

- SSC/10th and Intermediate/Degree certificates
- Transfer Certificate (TC)
- Rank card and allotment order (for Convener Quota)
- Caste/Income/Residence certificates (if applicable)
- Migration certificate (for out-of-state candidates)
- Passport (for NRI / foreign students)

10. Fee Payment Rules

- All fees must be paid through approved banking channels only.
- Fee receipts are issued immediately.
- Refund of fees follows **AICTE/UGC/State Government guidelines.**

11. Admission Closure

Admissions are closed on the date notified by **APSCHE / AICTE / UGC**.
No admissions are made beyond the cutoff date.

12. Grievance Redressal

Any admission-related grievances may be reported to:

- **Admissions Committee**
- **Admission Officer**
- **Grievance Redressal Committee**, as mandated by AICTE

Grievances are resolved transparently within a stipulated timeframe.

13. Review of Policy

This Admission Policy is reviewed annually based on:

- Regulatory changes
- APSCHE notifications
- AICTE/UGC amendments
- Institutional requirements

Updated policy will be published in Mandatory Disclosure each academic year.