

**GOVERNMENT OF ANDHRA PRADESH  
DEPARTMENT OF TECHNICAL EDUCATION**

**Lr.No. E/online transfers/2022-23**

**Dated: 22.07.2022**

From  
Dr. Pola Bhaskar, I.A.S.,  
Commissioner of Technical Education,  
1<sup>st</sup> & 2<sup>nd</sup> floors, ANR Towers,  
Jammichettu street,  
Prasadampadu, Vijayawada, A.P-521108.

To  
The Registrars of  
Universities Concerned

Sir/Madam,

Sub: Technical Education - E-Section - Student Transfer from one Engineering/ Pharmacy/ Architecture/ MBA/ MCA/ Pharma.D professional institution to another Professional Institutions - Academic Year 2022-23 - Through online mode - Certain Instructions issued - Reg.

Ref: 1.G.O.Ms.No:122, Higher Education (EC.2) Dept, dated 01.09.2005  
2.G.O.Ms.No: 66, Higher Education (EC.2) Dept, dated 15.05.2008  
3.G.O.Ms.No: 03, Higher Education (EC.2) Dept, dated 06.01.2011  
4.This office Lr.No.E/Students transfers/2020 Dt.11.08.2021 addressed to Higher Education(EC), Department, A.P

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With reference to the Student's transfers from one Engineering/ Pharmacy/ Architecture/ MBA/ MCA College to another college within the same University for the academic year 2022-23, the Registrars of the Universities are requested to communicate and instruct the principals of their affiliated professional Institutions to follow the below schedule scrupulously.

Issue of Student transfer Notification for the Academic year 2022-23	<b>22.07.2022</b>
Date of Commencement of filing online applications through web portal <b><a href="http://dteapengg.in">http://dteapengg.in</a></b>	<b>29.07.2022</b>
Last date for receiving of applications for transfer	<b>24.08.2022</b>
Last date for issue of NOCs by the colleges through online for transfer	<b>29.08.2022</b>
Issue of transfer orders for eligible students	Orders shall be placed in Department website <b><a href="http://www.dteap.nic.in">www.dteap.nic.in</a></b> and <b><a href="http://dteapengg.in">http://dteapengg.in</a></b> under notifications
Documents to be submitted by the student	1. Student should file an application in online at <b><a href="http://dteapengg.in">http://dteapengg.in</a></b> a) Medical certificate from civil Assistant surgeon in original (or) Parent transfer order (or) Closure of Institution/Course-AICTE/ University approved copy b) Under Taking signed by the Student and Parent/Guardian c) Processing Fee Rs.2000/- paid receipt through Payment Gateway

Documents to be submitted by College	<p>1. Issue of NOC through online only, for the transfer seeking students (to leave the college/to admit in the college)</p> <p>2. The Principals of the colleges must furnish the following details through college login in the above portal with credentials provided by this office (as per user manual placed in website).</p> <p>a) Unfilled vacancy details branch wise in 2<sup>nd</sup> /3<sup>rd</sup>/4<sup>th</sup> years for the academic year 2022-23</p> <p>b) Total Intake details for the academic year 2021-22 and Autonomous status (Proof of ratified list by APSICHE /Final Admitted list i.e., Management/ Convener shall be uploaded)</p>
Reasons for Transfer requested	Hardship on Medical grounds, Transfer of parents serving in State/Central Govt./Corporations/ PSUs, Closure of Course /Complete Closure of Institution (Proof of supporting documents shall be uploaded )
Reasons for rejection of applications	<p>Information provided by the student found false</p> <p>Colleges rejected to issue NOC</p> <p>Processing fee not paid</p>

The Registrars of the affiliating Universities are requested to instruct the Principals of their affiliated colleges to guide the students who are seeking transfer in terms of G.O's. and also file the applications as well as NOC through **online mode** only and also upload the institute unfilled & intake data as per the guidelines and user manual available at web site **<http://dteapengg.in>**. Further instructions with respect to student transfers if any will be placed in the **<http://dteapengg.in>** only and no individual communications shall be sent. For any clarifications, regarding online filling of applications for transfers and issue of NOC, the queries may be sent to **[cteapeh2018@gmail.com](mailto:cteapeh2018@gmail.com)**

Yours faithfully  
Sd/- Dr. POLA BHASKAR  
COMMISSIONER

Copy to

1. The Principals of all Private Un-Aided Engineering/Pharmacy/ Architecture/ MBA/ MCA/ Pharma.D colleges in AP
2. The Principal Secretary, Higher Education (EC) Department, Velagapudi, Amaravathi, Guntur for favour of information
3. The Secretary, APSICHE, Mangalagiri for favour of information

Ramiresu 22/07/22  
For COMMISSIONER  
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**Guidelines for student transfer through online for the academic year  
2022-23**

- Power of transfer of students from one Engineering/ Pharmacy/ Architecture/ MBA/ MCA College to another college at 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> year is delegated to the Director of Technical Education, A.P., Vijayawada to avoid delay and hardship to the students.
- Transfer from Private Engineering College to a University College in any region shall not be permitted, because the University colleges if opt by the students not only causes practical problems, but also creates an imbalance in the homogeneity of the learners group.
- The transfers may be permitted from one affiliated College to another or from a University college to a private (affiliated) college within the same university at the 2<sup>nd</sup> year stage on issue of NOCs from both the colleges.
- No transfer can be permitted from one University affiliated private college to another University affiliated private college as all the Universities in the State are not following uniform syllabus and uniform system of examination.
- No transfer can be permitted from autonomous college to other colleges and vice versa even though they are within the same university as the autonomous institutes are not following uniform syllabus and uniform system of examination
- The total transfers including III & IV year if any should not exceed more than 1% of the total strength of the first year of the college.
- Transfers at III and IV year can be considered under extreme hardship conditions on a case by case, consideration.
- The transfer College may be permitted to fill up the unfilled seats of the previous year by transfer from the colleges affiliated to the same University on production of NOC by the college.
- The transfer should be only in that branch of Engineering in which the student was studying in the college from where the transfer is sought.
- Bulk Transfers are not permitted unless there is a closure of Institution/ Course.
- Student can apply for the transfer through online only at the following url only and No physical applications are accepted under any circumstances  
**<http://dteapengg.in/>**
- Students who are seeking to transfer are required to file their application with all supporting documents such as Medical Certificate/ Parent transfer order/ Institute or course closure proof (whichever is applicable), processing fee payment receipt etc., in online through the web application using the above link. The student needs to consult both the college before filing application.
- Transfers applicable :
  1. Private College to other Private College of same University (if both the institutes are non-autonomous)
  2. University constituent college to Private College of same university (if both the institutes are non-autonomous)

- The students who wish to apply for transfer should pay the processing fee of Rs. 2,000/- through Payment Gateway and the receipt shall be uploaded in the portal.
- **The students shall file the applications in the portal for transfer, only after consultation from their present studying college and transfer seeking college for issue of NOCs, as the processing fee once paid will not be refunded under any circumstances (even if the college not issued NOC /the transfer not effected)**
- Further instructions with respect to student transfers if any will be placed in the **<http://dteapengg.in>** only and no individual communications shall be sent either to student or college. For any clarifications, regarding online filling of applications for transfers and issue of NOCs by the colleges the queries may be sent to **[cteapeh2018@gmail.com](mailto:cteapeh2018@gmail.com)**
- The transfers will be affected based on the following conditions with respect to tuition fee. The Student/ Parents/ Principals / Managements of the Institutions, concerned will be held responsible in case of any anomaly.
  - Students who are admitted under Category B i.e. Management quota or Spot admissions under Category A in an institution and subsequently transferred to other institution under 1% ceiling or unfilled vacancies of Convenor quota i.e. Category A are not eligible to claim tuition fee reimbursement / Scholarship.
  - Students who are admitted under Convenor Quota (i.e. Category A) & eligible for fee reimbursement, if subsequently, transferred to other institutions under the unfilled vacancy of Category B seats shall not be eligible to claim Tuition Fee Reimbursement / scholarship.
  - The difference in the tuition fee to be paid in the Institutions now transferred shall be the responsibility of the students/ Parents.

Sd/- Dr. POLA BHASKAR  
COMMISSIONER

*Ramesh* 22/07/22  
For COMMISSIONER  
*PB*