User Mansual: Online Submission of Admissions Ratification Details(Regular)

Step 1: Access the Notification Link

1. Click on the [Notification Link](#) for Regular Admissions.

Step 2: Validate College and Update Information

1. **Enter Valid College Code**: Input the correct College Code and click **Continue**.

2. Upon successful validation, a screen will appear prompting you to **Enter Principal and Coordinator Details**.

3. Fill in the required details and click **Submit**

Thank you, JNTUH DOA will review your registration and send Ratification Portal Login details to your registered email

4. **Approval Process**: Kindly wait for approval from the Director of Admissions after verification of the updated details.

  - Once approved, a **Ratification Code** will be sent to the principal's email for submission of the Admission Ratification details.

JNTUH DOA Admissions Ratification Code Details External ⟩ Inbox ×

support@doaratifications.jntuh.ac.in
to me ▾

Dear Sir,

The following are the Admissions Ratification Code Details.

College Code: EK
Admissions Ratification Code : 47542325

Click Here to Apply

Regards,
Application Support Team,

Step 3: Submit Ratification Details

1. **Access the Notification Link**: Click the link provided in the approval email.

JNTUH DOA Admissions Ratification Code Details External ⟩ Inbox ×

support@doaratifications.jntuh.ac.in
to me ▾

Dear Sir,

The following are the Admissions Ratification Code Details.

College Code: EK
Admissions Ratification Code : 47542325

Click Here to Apply ←

Regards,
Application Support Team,

2. **Validate College Information**: Enter the College Code and Ratification Verification Code.

College Code :

Security Code :

Security Code

[Continue]

College Code :

EK

Abdul Kalam Institute of Technological Sciences

Admissions Ratification Code :

Admissions Ratification Code

Security Code :

Security Code

[Continue]

College Code :

EK

Abdul Kalam Institute of Technological Sciences

Admissions Ratification Code :

47542325

Security Code :

661

[Continue]

---

3. Review the college information already updated. **Make any necessary corrections**.

4. **Update Ratification Details for Each Course**: Add the details and add for each course and proceed to make payment.

S.N	Branch with Specialization	Sanctioned Intake by JNTUH 2024-25	Filled seats through convner without EWS				Filled seats under Managemnet quota (30%) of (a))		Total filled seats excluding EWS	Filled seats under EWS (10%) on convener quota (b)		Total filled seats including EWS	PMSSS	PIO
			70% on Sanctioned Intake (a)	Filled on (b)	Vacant (d = b - c)	Spot Quota Filled on (d)	30% of (a)	Filled on (f)	h=c+e+g	10% of (b)	Filled on (i)	k = (h)+(j)	l	(m
		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
1	Computer Science and Engin ▼	100	70	10	60	10	30	10	30	10	10	40	10	10

[Add Details]

Added Specialization Details

S.N	Branch with Specialization	Sanctioned Intake by JNTUH 2024-25	Filled seats through convner without EWS				Filled seats under Managemnet quota (30%) of (a))		Total filled seats excluding EWS	Filled seats under EWS (10%) on convener quota (b)		Total filled seats including EWS	PMSSS	PIO	
			70% on Sanctioned Intake (a)	Filled on (b)	Vacant (d = b - c)	Spot Quota Filled on (d)	30% of (a)	Filled on (f)	h=c+e+g	10% of (b)	Filled on (i)	k = (h+j)	l	(m	
		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	
1	Civil Engineering	100	70	10	60	10	30	10	30	10	10	40	10	10	[Delete]
	Total	100	70	10	60	10	30	10	30	10	10	40	10	10	

[Continue for Payment]

Click on Continue to Payment, will show the details of amount to be paid online

Specialization & Students Admitted Details

S.N	Branch with Specialization	Sanctioned Intake by JNTUH 2024-25	Filled seats through convner without EWS				Filled seats under Managemnet quota (30%) of (a))		Total filled seats excluding EWS	Filled seats under EWS (10%) on convener quota (b)		Total filled seats including EWS	PMSSS	PIO
			70% on Sanctioned Intake (a)	Filled on (b)	Vacant (d = b - c)	Spot Quota Filled on (d)	30% of (a)	Filled on (f)	h=c+e+g	10% of (b)	Filled on (i)	k = (h)+(j)	l	(m
		(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)
1	Civil Engineering	100	70	10	60	10	30	10	30	10	10	40	10	10
	Total	100	70	10	60	10	30	10	30	10	10	40	10	10

Payment Details

Category	Nof Students / Courses	Total Fee
Charges for convener (Admissions)	No of Courses 1 X 900.00	900.00
Spot Admissions Fee	Total Students 10 X 300.00	3000.00
Management (Category-B)	Total Students 10 X 300.00	3000.00
Total PMSSS	No of PMSSS 10 X 300.00	3000.00
Total PIO	No of PIO 10 X 300.00	3000.00
	Total Amount to Pay	12900.00

TG Higher Education Approved Letter for Convener Quota, Management (Category-B) and Spot Quota(attested by the Principal) (Mandatory) :

Payment of Ratification Fee as per the above statement will be paid through ONLINE only and the Payment Receipt should be submitted at the time of Original Certificates verification as per the schedule.

[Edit] [Continue to Pay Online]

- Review the Amount to be paid and Click on Continue to make online payment
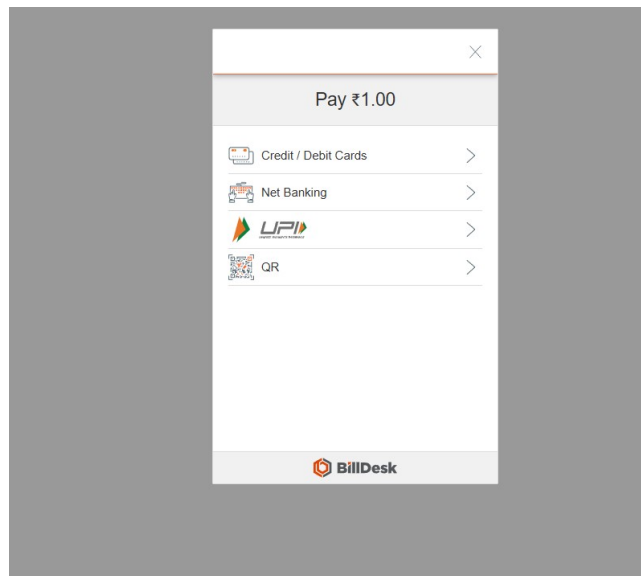
After successful payment will be redirected to Slot booking for Certificate Verification, select the date and continue to book the available slot.

Step 4: Upload Candidate Details

1. After successful payment, you will be redirected to the **Ratification Details** section.

2. Click on the **Upload** button provided in the listing for each course.

please download the template (Xls format) and add the list of admitted candidates admitted in all branches in the given file and same may be re-upload

3. **Download the Sample Format**: Fill in the candidate details as per the provided format.

4. **Upload the Completed Forma**t**.

Details uploaded will shown be below

   - Editing or updating candidate details can be done until the **cutoff date** by uploading excel format

Upload the Mandatory TG Higher Education Approved Letters using Upload Approval Letters link provided in the login .

Update the Submission Status to Completed for each Course

After updating, the details will be sent to **Director of Admissions (DOA)** for scrutiny and approval.