

TELANGANA COUNCIL OF HIGHER EDUCATION: HYDERABAD
DEPARTMENT OF TECHNICAL EDUCATION
TGICET-2026 ADMISSIONS

From
The Convenor,
TGICET-2026 Admissions,
Sanketika Vidya Bhavan,
Masab Tank, Hyderabad-500028.

To
The Principals of all Universities /
University Constituent /Govt.
College/ Private Unaided Colleges
offering MBA and MCA Courses.

Lr.No. TGICET-2026/Spot Admissions/01

Date:24-08-2026

Sir/Madam,

Sub: TGICET-2026 MBA / MCA Admissions – Communication of
Institutional Spot Admissions Guidelines to fill the leftover
vacancies - Regarding.

The Principals of the University / University Constituent / Govt. College / Private Unaided MBA / MCA colleges in the State are well aware that the Final Phase allotments for admission into MBA / MCA colleges have been completed and the candidates were instructed to report at the respective allotted college latest by **25-08-2026**. The following guidelines are issued to the Principals to enable them to fill the leftover vacancies during the institutional spot admissions.

1. The Principals are once again requested to thoroughly verify the original certificates of the candidates and collect one set of Xerox copies and original Transfer Certificate (T.C).
2. Candidates have been asked to report at the respective Colleges after Final Phase allotments on or before **25-08-2026** without fail. The left over vacancies course wise at the end of Final Phase allotments are placed in website <https://tgicet.nic.in>. You are permitted to fill these vacancies along with non-reported / cancellations done at college.
3. List of allotted candidates and the left over vacancies branch-wise/ category-wise at the end of Final Phase allotments are placed in website <https://tgicet.nic.in> Display the same on college Notice Board.
4. Principals/Managements of the colleges shall verify the list of candidates allotted to the respective institutions after Final Phase allotments and **shall not continue any candidate who is not present in the current list of allotments.**
5. All the Principals are hereby informed to update the joining details of the candidates on or before 26-08-2026, the website remains closed thereafter.

6. EWS Quota vacant (unfilled/not reported/cancelled) seats are not permitted to fill under institutional spot admissions.
7. The Principals are permitted to fill the vacancies displayed in the website through Institutional Spot Admissions duly following the merit and reservation category with eligible candidate as per the schedule mentioned below by notifying the date of Spot Admissions in any one of the newspapers in the State.

S.No	Spot Admission Activity	Date
1	Displaying the details of vacancies on college Notice Board (which is already displayed in the website https://tgicet.nic.in)	27-08-2026
2	Issue of notification by the colleges	28-08-2026
3	Publication of notification in the newspaper	29-08-2026
4	Spot Admissions	31-08-2026 to 03-09-2026
5	Last date for uploading of Spot Admission candidate details through online	04-09-2026
6	Last date for submission of Hard Copies of certificates in person to the Convenor TGICET-2026 Admissions, Sankethika Vidya Bhavan, Masab Tank, Hyderabad-500028	05-09-2026

8. No candidate shall be admitted in spot admissions without verification of original certificates.
9. The Principals shall inform the candidates that **fee reimbursement is not applicable to the candidates admitted under Institutional Spot Admissions.**
10. Follow the guidelines mentioned below while admitting the candidates.

I. Eligibility Criteria:

- a) Candidates shall not be allowed for spot admission without verifying original certificates.
- b) The vacancies are to be filled first with those qualified in TGICET-2026 and possessing 50% (49.5% and above can be taken as 50%) marks in aggregate in respect of other than SC/ST/BCs and 45% (44.5% and above can be taken as 45%) marks in aggregate in respect of BC/SC/STs are eligible for spot admission.

- c) If the vacancies are still left, candidates without TGICET-2026 Rank and passed degree or its equivalent examination with the percentage 49.5% and above (OC), 44.5% and above (BC/SC/ST) are to be considered on aggregate percentage of marks in Degree Examination.
- d) Candidates who satisfy the definition of Local/Non-Local shall alone be granted admission.
- e) The Principals are hereby informed to adhere with the Government Orders laid down for comprehensive amendments for reservation in admissions in the Educational Institutions as per G.O.Ms.No. 15 Higher Education(T.E) Department dated 27-02-2025 regarding local and Non-local reservation.(The copy is placed in college login.)
- f) Candidates whose Degree is from other state but either of the parents resided for a period of 10 years in Telangana are eligible for Spot Admissions under Non-Local (NL). In such case the Parent Residence certificate issued by competent authority for a period of 10 years shall be produced.
- g) Candidates possessing Degree or its equivalent Certificates other than those issued by the University concerned in Telangana shall be asked to get the Equivalency Certificate from the concerned University in the State of Telangana before granting admission.
- h) The not reported cases and cancelled cases should be given only for that category.
- i) If the particular candidates are not available, they should be converted to another categories as per the Annexure enclosed i.e., finally after exhausting all category candidates the vacancies should be diverted to open competition.
- j) Candidate belonging to other state and completely studied there (Other State) and whose parents belong to other state and residing there only is not eligible for admission. He / She cannot be considered even as Non-Local (NL) candidate to Telangana State for admission and ratification will not be given for such cases if they admit the candidate by violating the guidelines issued.
- k) Further the candidates admitted during institutional spot admissions are to be informed that their spot admissions are subject to ratification by the Convenor, TGICET-2026 Admissions. In case if spot admission given to a particular candidate is not ratified by the Convenor, he / she has to quit the college immediately. This has to be made clear to every candidate on the day of conducting the spot admissions in the college.

II. Certificates to be verified:

- a) SSC Marks Memo Original.
- b) Intermediate or its equivalent Marks Memo Original.
- c) Degree or its equivalent Marks Memo Original.
- d) In respect of Degrees from other states, equivalency certificate from the concerned University in the State of Telangana before granting admission.
- e) Study Certificates Originals.
- f) Residence Certificate, if applicable.
- g) TGICET- 2026 Rank Card, if qualified
- h) TGICET -2026 Hall Ticket, if qualified
- i) Caste Certificate, if applicable.

III. The following are the details of Fee to be paid by the candidates through online admitted under Institutional Spot Admissions.

- a) TGICET-2026 Qualified Candidates : Rs.1300/-
- b) TGICET-2026 Not Qualified Candidates : Rs.2100/-

Principals shall make sure of the eligibility criteria prescribed for admission before granting admission to the candidates.

UPLOADING SPOT ADMISSIONS DETAILS OF CANDIDATES.

- The website <https://tgicetd.nic.in> will be available on 29-08-2026 for uploading the details of Spot Admission candidates.
- Ascertain the vacancies available and enter the details of Spot admitted candidates.
- Take the print out of the details entered. Verify thoroughly for candidate name, father name, category, SSC Hall Ticket, TGICET-2026 Rank if any, branch of admission and other details. Make necessary modification if required and save the details. No further modifications are allowed after this.
- Take final printout of list of candidates and shall enclose the following hard copies as per the serial number in the list.

SEQUENCE OF DOCUMENTS TO BE ENCLOSED

- Receipt containing the details of online payment made through website for an amount as mentioned in the spot admissions guidelines. Write College Name with full address and counselling code on back side of the Receipt containing the details of online payment mode.
- Covering letter addressed to the Convenor, TGICET-2026 Admissions, Sankethika Vidya Bhavan, Masab Tank, Hyderabad-500028, it shall contain the following details.

- ❖ Receipt containing the details of online payment made through website:
 - ❖ College counselling code :
 - ❖ Contact person name (Looking after admissions)with mobile no :
 - ❖ Details of spot admissions:
 - Number of candidates **qualified** in TGICET :
 - Number of candidates **not qualified** in TGICET:
 - Newspaper original copy of notification for conducting spot admissions.
 - List of Spot admitted candidates downloaded from the website along with relevant documents.
 - Certification by the Principal that the admissions made are as per the guidelines laid down in respect of Local and Non-Local definition mentioned in Presidential Order.
 - The following certificates (Xerox copies) of the candidates admitted under spot admissions.
 - TGICET-2026 Rank Card (for qualified candidates)
 - S.S.C or its equivalent marks memo
 - Intermediate or its equivalent marks memo
 - Degree or its equivalent Marks Memo Original.
 - In respect of Degrees from other states, Equivalency Certificate from the University concerned is required
 - Study Certificate (from IX to Degree).
 - Caste Certificate (If applicable).
 - Residence Certificate, if applicable.
- All the above certificates shall be attested by the Principal concerned with seal.
- Ratification of the candidates whose certificates are submitted along with the above list will be considered and subsequent submission of certificates after due date will not be accepted.
 - Last date for uploading of Spot Admissions candidate details through online **04-09-2026**.

Last date for submission of hard copies (in person): **05-09-2026**.

NOTE: These guidelines are also applicable to University, University Constituent, Government colleges and Self-Financed programs offered in University colleges.

Sd/-
Commissioner, Technical Education &
Convenor, TGICET-2026 Admissions