

**STATE BOARD OF TECHNICAL EDUCATION AND TRAINING:: ANDHRA PRADESH**  
**GENERAL RULES TO BE FOLLOWED BY ALL STUDENTS**

- Candidates who possess 75% of attendance only should be permitted to appear for the Regular Examination and if any candidate does not put in the required percentage of attendance he/she should not be permitted to appear for the examination. However the Principals are empowered to condone the shortage of attendance up to 10% based on Medical Grounds only, on production of supporting material of such claim and after collecting the necessary amount of penalty from the candidates.
- Candidate continuously absent for 15 days such candidates name should be terminated from the rolls
- The principals are requested to ensure that the Hall tickets will not be issued to the candidates who are detained for shortage of attendance even though they paid the examination fee.
- Issue of hall tickets to any candidate is subject to possessing 75% of attendance as on the last working day.
- Acceptance of examination fee does not provide any right to the candidate to demand for the issue of hall ticket.
- Examination fee must be paid by cash at AP Online/Polytechnics centre or through payment gateway i.e. Debit Card/Credit Card/Net Banking for all Diploma subjects.
- Fee once paid will not be refunded or adjusted under any circumstances.
- A student who is not eligible to sit for examination either due to shortage of attendance or other reason, shall forfeit the examination Fee paid.
- The urls for online fee payment module is **<http://apsbtet.net/dofportal>** for the students studying in the Polytechnics pertaining to Andhra Pradesh.