USER GUIDE TO FILL THE ONLINE APPLICATION FORM FOR TS LAWCET & PGLCET-2020

The candidates are advised to be ready with the **following mandatory** / **optional details** to fill in the appropriate fields before filling the Online Application Form.

The Mandatory Details are as follows:

S.No	DETAILS REQUIRED	DOCUMENT TO BE REFFERRED
	TS/AP Online Transaction Id. (if payment is being made through AP Online Centre)	Receipt form from TS/AP Online Centre
1.	Credit Card or Net Banking details (If payment is being made through Credit Card / Debit Card/Net Banking)	Credit /Net Banking
2.	Qualifying Examination appeared or passed Hall ticket Number of the Qualifying Examination	Marks Memo / Hall Ticket Number of Intermediate / 10+2 / equivalent
3.	Stream & Test Applied for 3/5-year LL.B. & 2-year LL.M.	Eligibility Criteria in the TS LAWCET-2020 website
4.	Date of Birth, Birth District, Birth State	Birth Certificate / SSC or Equivalent Certificate
5.	Hall Ticket Number of SSC or Equivalent examination Certificate	SSC or Equivalent Certificate
6.	Local Status (OU/AU/SVU/ Non-local)	The local candidate certificate issued by MRO or Competent Authority
7.	Income of Parents (Income Upto Rs.1.0 lakh or Upto Rs. 2.0 lakhs)	The Income certificate issued by MRO / Competent Authority
8.	Study Details	Study certificates from Class I to Intermediate / 10+2 / Equivalent
9.	Category (SC, ST, BC, etc.) and Application number of the Caste Certificate (in case of SC/ST only)	The Caste Certificate issued by the MRO / Competent Authority
10.	Special Category (NCC, PH, CAP, etc.)	The Certificate issued by Competent Authority
11.	Aadhaar Card details	Aadhaar Card

The following system requirements need to be available to comfortably browse TS LAWCET / TS PGLCET-2020 official website https://lawcet.tsche.ac.in

SYSTEM REQUIREMENTS:

For better viewing of TSLAWCET / TSPGLCET-2020 website https://lawcet.tsche.ac.in and smooth Application submission through ONLINE mode, the candidates are hereby informed that the following computer system Requirements are most desirable:

- Browsers such as Google Chrome / Mozilla Firefox 3.6 and above /Internet Explorer 6.0 and above
- Screen Resolution: 600x800
- Adobe Acrobat Reader 8.0 and above
- Disable the pop-up blocks and uninstall all the Script blockers.

TS LAWCET & PGLCET 2020 - FEE PAYMENT AND ONLINE APPLICATION FORM FILLING FLOWCHART

VISIT https://lawcet.tsche.ac.in & Click "APPLY ONLINE"

Payment of Registration Fee

Mode of Payment (Any of the 2 Modes)

TS - AP ONLINE	Credit Card/Net Banking
 Choose your nearest TS /AP Online centre. Visit any of the above centers with the following mandatory details like: Hall Ticket number of the Qualifying Examination Name of the Candidate Father's Name Date of Birth. Mobile number Stream applying 3/5-year LLB / 2-year LLM 	 If you choose the payment using Credit Card/Net Banking mode, go through the Instruction booklet carefully and be ready with ALL the required details for ONLINE SUBMISSION. Click on "Fill Application Form" button and proceed by filling the required details
You will receive a Receipt Form of the Registration fee payment containing a Transaction Id. from the payment center.	You will be redirected to the Payment Gateway site. Note down the "Payment Reference Id." for future correspondence. Note: During the Payment process, do not click on Back / Refresh buttons. Also do not close the Browser page abruptly.
Visit https://lawcet.tsche.ac.in/ along with the Receipt Form. With the Receipt Form details and click on the "Application Form" button.	After your Payment is successful, (A "Payment Reference Id." Will appear on the screen. Note down the "Payment Reference Id." Then proceed with the "Application Form" filling process.

TS LAWCET & PGLCET 2020- FEE PAYMENT AND ONLINE APPLICATION FORM FILLING FLOWCHART

VISIT https://lawcet.tsche.ac.in/

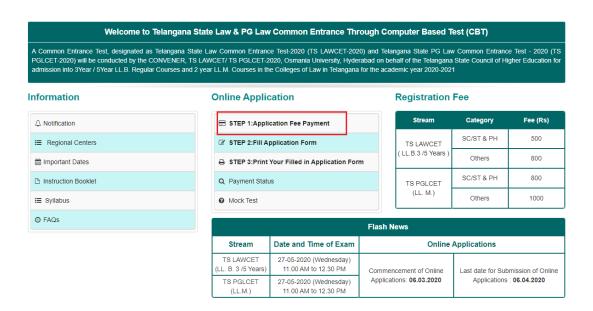
On your Internet Browser (preferably Internet Explorer version 6.0 and above) type the website address https://lawcet.tsche.ac.in, press ENTER button and you will see the following screen displayed on the computer screen.



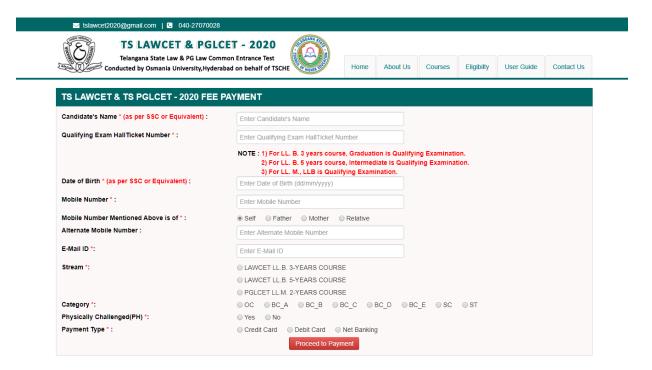
- **Step-1**: **Application Fee Payment:** Candidate can make Online Fee Payment through this option.
- **Step-2**: **Fill Application:** After fee payment either by cash at TSOnline/ APOnline Center or by money transfer by Credit/Net Banking modes, candidate should fill in the Application through this option.
- **Step-3**: **Print Your Filled in Application Form:** After application form submission, candidate can print the submitted form.
- **Step-4: Know your Payment status:** Candidate can check Success/Failure status of Fee Payment.

Step-1: Application Fee Payment

Click on the "Application Fee Payment" field as shown encircled below. A new page will appear on the screen.

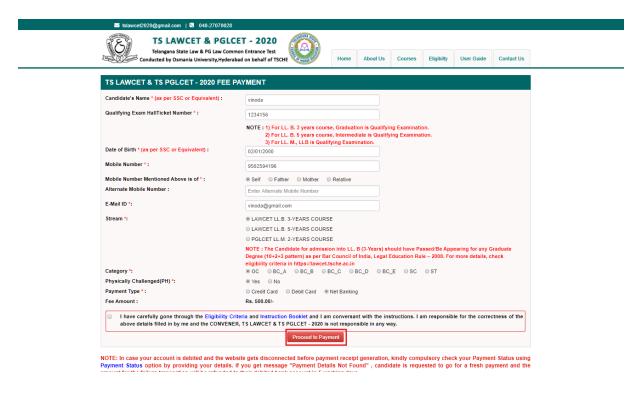


After clicking on **Application Fee Payment** button, the following "Payment Verification" web page will appear.



Fill in all the details in the respective field s and Click on the encircled button "Proceed to Payment".

Below Screen showing Application form to be filled for Candidates applied through TS LAWCET Web Site.



Fill in ALL the mandatory details given in the above web page. The details are Candidate Name, Qualifying Exam Hall Ticket Number, Date of Birth, Mobile Number, Mobile Number Mentioned Above Is My, Alternate Mobile Number, Email ID, Stream, Category and select the Payment Type.

After entering the correct and mandatory details the web page of **Payment through Credit Card/Net Banking** web page given below, select the card type (VISA or Master Card or Maestro) mentioned on the card and click the encircled button **Make Payment.** Be ready with the **Card Related Details** (**Card number, Expiry date / from date, Security Code / CVV number etc).** Payment gateway page is shown below for ref.

After clicking the **Proceed to Payment** button, the following "Payment" web page will appear. Select **Bank Name** then click on **Pay Now** button.

APOnline	
← GO BACK	
APOnline Order Transaction ID: PTM11021267791F4	Amount to be paid ₹805.90
Payim Pay easily using your saved payment methods Net Banking Andhra Bank Select from all other banks	PAY ₹805.90
 100% Secure Payments Powered by Paytm 	Safering Safering

After clicking on **Pay Now** button the following screen will be displayed. Enter **User ID** and **Password** and click on **Login** button as shown in the below screen.

Weld	come to Andhra Net Banking !!!
User ID	test
Password	
Login	Cancel

(NOTE: During the Payment process, DO NOT double clicks on buttons or clicks on Back / Refresh buttons or DO NOT close the Browser web page abruptly.)

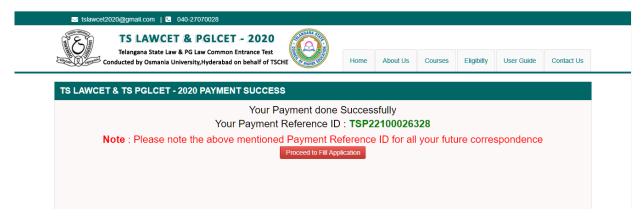
Note: The Candidate can use any Bank Card (Credit/Net Banking) provided it is either VISA or MASTERCARD or MAESTRO type.

For example, the candidate may possess a State Bank of India Credit Card/Net Banking or Andhra Bank Credit Card/Net Banking or ANY Bank Credit Card/Net Banking and the candidate has to identify what is the **Card Type logo** on his / her card as given below:

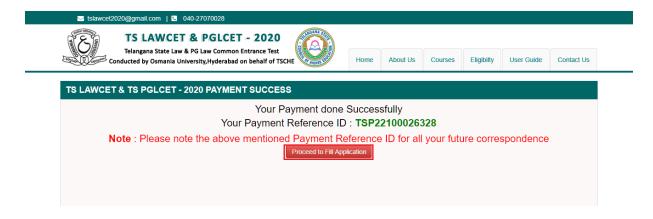
After the relevant **Card Type** logo is selected by the candidate, click on the button "**Make Payment**" and the control will automatically take you to the **BANK PAYMENT GATEWAY** screen.

For example, after filling the mandatory details the control will lead you to the **BANK PAYMENT GATEWAY** web page and click on "Make Payment" button as shown above.

After Successful Payment, web page is automatically redirected to below shown page.



To fill the Online Application Form, click on "Proceed to Fill Application" as shown below.



Step 2: Fill Application Form

Candidate has two options either to proceed to fill in the application immediately or at a later date. Click on "Proceed to Fill Application" to fill the application immediately and you will be taken to the Application screen as described in **Step 1**. If you choose another day to fill the application, simply close the window and in such case you need to start from **Step3**.

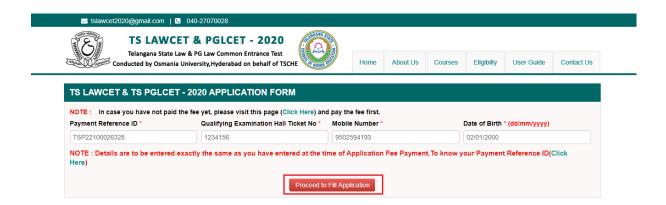
In some rare case, if the amount is deducted from your account and message of "Transaction is successful" or the payment reference ID is not displayed, wait for few hours and check your payment status as described in Step 2.

Otherwise pay the registration fee again as in **Step 1.** The amount deducted from your account made in the first attempt will be refunded or rolled back into your account.

Click on **Fill Application Form** tab in home page for filling Application as shown in the below screen.



By clicking on **Fill Application Form** tab, the following Application Form will be displayed. Enter All the mandatory details and click on **Proceed to Fill Application** button as shown in the below screen.



By Clicking on **Proceed to Fill Application** button, the following screen will be displayed. Enter all the mandatory details in respective fields and click on **Preview/Submit** button.



TS LAWCET & PGLCET - 2020
Telangana State Law & PG Law Common Entrance Test
Conducted by Osmania University, Hyderabad on behalf of TSCHE



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TS LAWCET & TS PGLCET -	2020 APPLICATION FORM		
NOTE: In case you have not paid the	e fee yet, please visit this page (Click Here)	and pay the fee first.	
Payment Reference ID *	Qualifying Examination Hall Ticket No	* Mobile Number *	Date of Birth * (dd/mm/yyyy)
TSP22100026328	1234156	9502594196	02/01/2000
NOTE : Details are to be entered exa	actly the same as you have entered at th	e time of Application Fee Payment.To	know your Payment Reference ID(Click
1. Candidate Details			
Candidate's Name *	Father's Name *	Mother's Name *	Date of Birth * (dd/mm/yyyy)
VINODA	SRINIVAS	SUJATHA	02/01/2000
(as per SSC or Equivalent Records) Gender *	(as per SSC or Equivalent Records) Aadhaar Card Number	(as per SSC or Equivalent Records) State of Birth *	District of Birth *
○ Male ● Female ○ Transgender	316835711105	TELANGANA	JAYASHANKAR BHUPALAPALLY •
Ration Card Number			
2.Address			
House No. (or) C/O *	Village / Street / Locality *	Mandal / Town / City *	District *
302	Street No 24	miyapur	Ranga Reddy
State *	Pin Code *	Mobile Number *	Alternate Mobile Number
Telangana	500049	9502594196	Enter Alternate Mobile Number
Telephone Number (Landline)	E-Mail Id *		
Enter TelePhone Number (Landline)	vinoda@gmail.com		
OU(Telangana region) AU S	SVO ® NOIFLOCAI		
Category	Caste Certificate Number (Issued on o	r after 2nd June 2014)	
OC	Enter Caste Certificate Number		
DO YOU BELONG TO EWS(Economica	ally Weaker Section)*	EWS Certificate Number	
● YES ○ NO		ABC787868768	
Special Reservation Category		PH (Physically Challenged)	
✓ National Cadet Corps (NCC)		□ VH (Visually Handicapped)	
		☐ HI (Hearing Impaired)	
		OH (Orthopedically Handicapped)	
Minority / Non-Minority *			
○ Non-Minority ● Minority			
Minority *			
	○ Sikh ○ Jain ○ Zoroastrian ○ Otl	ner Minority	
Annual Income of Parents Rs (Lates			
	h and Below Two Lakhs O More than Two L	akhs Income Certificate N	umber
		Enter Income Certific	cate Number
Candidate Bank Details			
Name as in Bank Account	Account Number	IFSC Code	
Andhra Bank	897897897789	AND989089080	

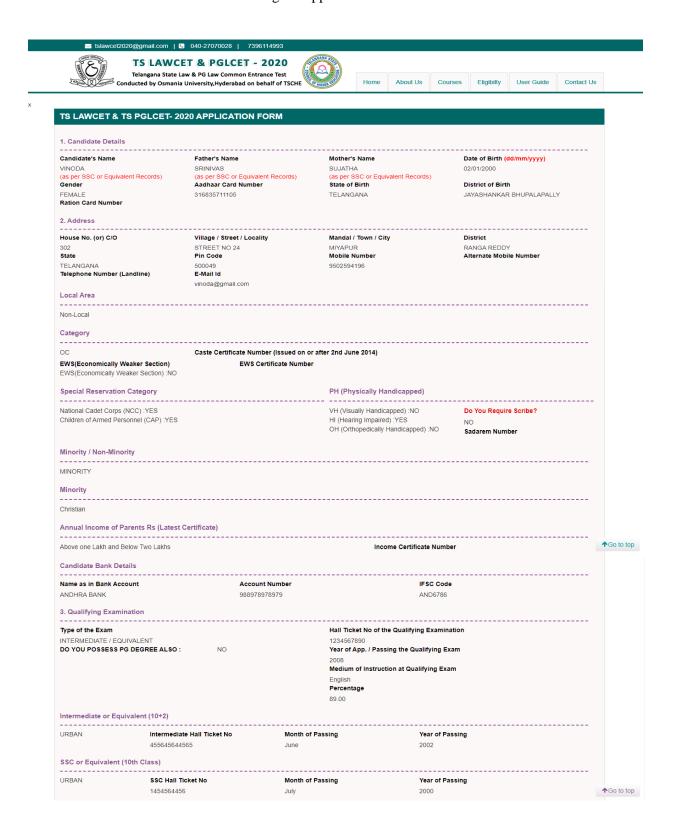
Qualifying Examinati	on			
pe of the Exam *		Hall Ticket No	of the Qualifying Exan	nination *
BA		1234156		
B.Com		Year of Appea	ance / Passing the Qu	ualifying Exam *
B.Sc.		2016		v
BBA				
BBM			truction at Qualifying I	Exam *
BCA			Telugu Urdu Qualifying Examinatio	ın *
BE / B.Tech.		04	Qualitying Examinatio	on .
B.Pharmacy.		89		
LL.B.				
INTERMEDIATE / EQUI		- DOLTA		
	DEGREE FROM A RECOGNIZED UNIV	ERSITY		
O YOU POSSESS PG Di				
Urban	Intermediate Hall Ticket No *	Month of Passing *	Year of	Passing *
Rural	234534534523452	February	▼ 2006	¥
SC or Equivalent (10th	ı Class)*			
Urban	SSC Hall Ticket No *	Month of Passing *	Year of	Passing *
Rural	56456456456456	June	▼ 2000	•

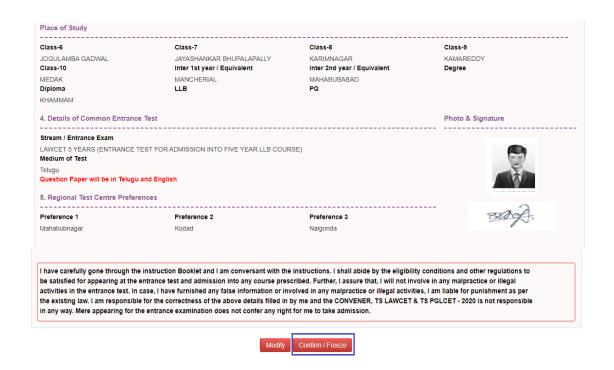
lace of Study				
lass-6 *	Class-7 *	Class-8 *		Class-9 *
MEDAK	▼ MEDAK	▼ MEDAK		▼ MEDAK
lass-10 *	Inter 1st year / Equiv	valent * Inter 2nd year	/ Equivalent *	Degree
MEDAK	▼ MEDAK	▼ MEDAK		▼Select
iploma				
MEDAK	¥			
Details of Common E	intrance Test			Photo & Signature *
AWCET 5 YEARS (ENT	RANCE TEST FOR ADMISSION INTO F	IVE YEAR LLB COURSE)		
edium Of Test *				Ü
English Telugu	○ Urdu			
uestion Paper will be in	Telugu and English			Photo (<50kb jpg, jpeg)
Regional Test Centre	Preferences			Choose File No file chosen
reference 1 *	Preference 2 *	Preference 3		Somo
Kodad	▼ Kurnool	▼ Karimnagar		· Sug.
				Signature (<30kb jpg, jpeg)
				Choose File No file chosen
				eligibility conditions and other regulation not involve in any malpractice or illegal a

SAVE: Will record the partially filled details in the Database. The same can be retrieved at your convenience and you can continue to fill the rest and submit the form.

PREVIEW / SUBMIT: You will have a chance to preview your application and then finally confirm your application by clicking on Confirm button.

By clicking on **Preview/ Submit** button, candidate can view the Filled in Online Application Form. Click on **Confirm /Freeze** button for confirming the application as shown below screen.

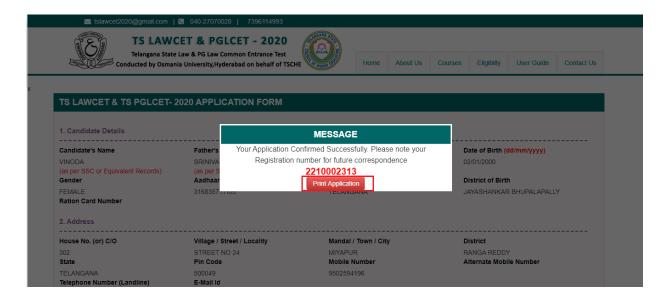




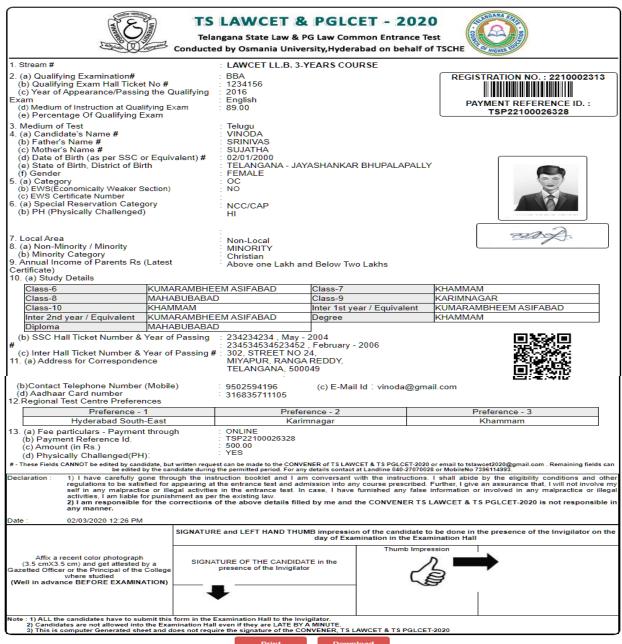
Modify: Click on Modify button to modify the application.

Confirm/Freeze: Click on Confirm button to confirm the application.

By clicking on Confirm/Freeze button, candidate can view pop up alert as "Your application is submitted successfully. Please note your Application Number for further reference". Candidate can take print application by clicking on Print Application button which is useful for further correspondence.

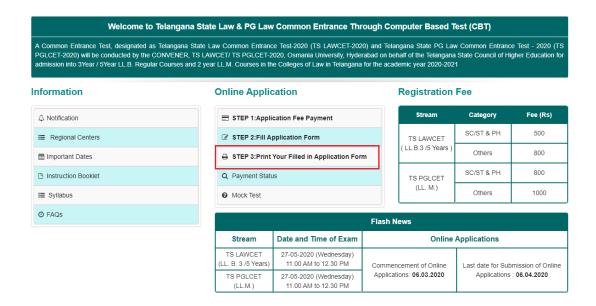


By Clicking on **Print Application**, candidate can view the **Receipt** of the Application form as shown in the screen below. Click on **Print** button for taking the printout of the receipt and Click on **Download** button for downloading.

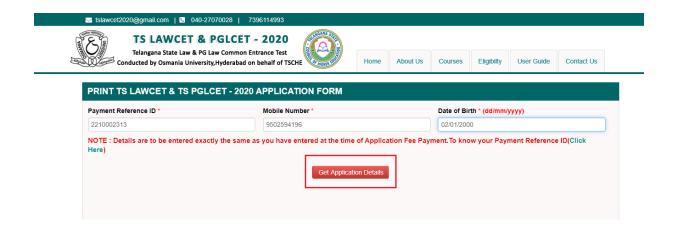


Step 3: Print Your Filled in Application Form

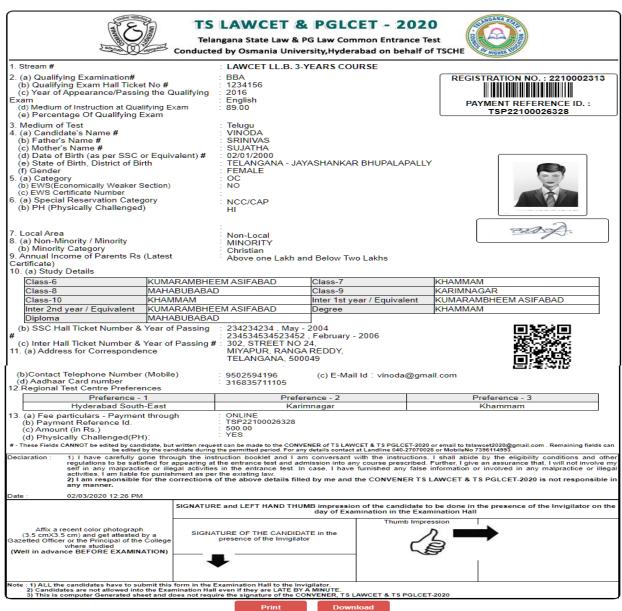
Later, if the candidate wishes to take the print out of the same page again, he/she can visit https://lawcet.tsche.ac.in (home page) and click on encircled item Print Your Filled in Application Form as below:



After clicking on **Print Your Filled in Application Form** button, the following "**Print**" web page will appear. Enter all the mandatory details in respective fields and click on **Get Application Details** as shown below.

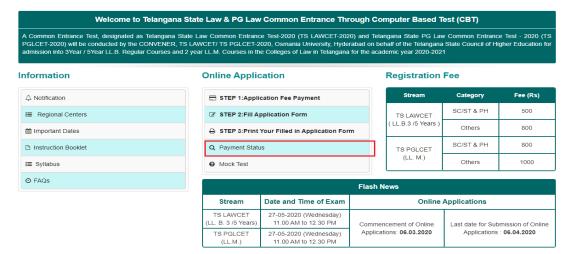


By clicking on Get Application Details button, the following "Receipt" page will appear. Click on **Print** button for taking the printout of the receipt and Click on **Download** button for downloading.

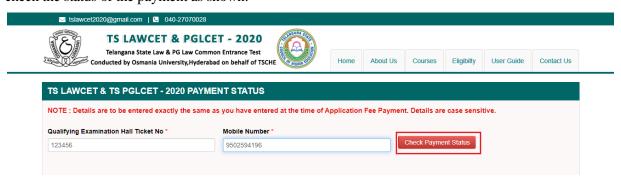


Step 4: Know Your Payment Status

After completion of Fee Payment, Candidate can check the Status of the Payment using **Payment Status** tab as shown below.



By clicking on **Payment Status** tab, the following screen will be displayed. Enter **Qualifying Examination Hall Ticket Number**, **Mobile Number** then click on **Check Payment Status** button to check the status of the payment as shown.



By clicking on Check Payment Status button, the following Status of the Payment screen will be displayed.

