

PROCEDURE TO EXERCISE WEB OPTIONS

1. Open the Website www.yvudoa.in. Home page displayed and click on YVUCET-2020 button.
2. Click on the Web Options link for Exercising options.
3. Enter the details as shown in the option form and click Submit button.

4. Option Form will be displayed as shown below with colleges on the Leftside. This window displays all the eligible colleges based on gender and specialization.

S.No.	College Name	Course Name	Seat Description	College Type	
1	Krishna University Campus College Machilipatnam	M.Sc. Pharmaceutical Chemistry	Regular	Coweducation	Add
2	Krishna University Campus College Machilipatnam	M.Sc. Analytical Chemistry	Regular	Coweducation	Add
3	Krishna University Campus College Machilipatnam	M.Sc. Organic Chemistry	Self Finance	Coweducation	Add
4	A.B.S.S.S College Maruturu	M.Sc. Organic Chemistry	Self Finance	Coweducation	Add
5	A.J.K. Mahila Machilipatnam	M.Sc. Analytical Chemistry	Self Finance	Coweducation	Add
6	A.N.R. College Guchada	M.Sc. Organic Chemistry	Self Finance	Coweducation	Add
7	Krishnamani Mahila Kalyana Veda Veda	M.Sc. Analytical Chemistry	Self Finance	Women	Add
8	Aditya College Machilipatnam	M.Sc. Organic Chemistry	Self Finance	Coweducation	Add

- ❖ Select the college on left window and click on Add button to add college to the Right side window as option number one. Then next one will be added as Second option and so on. The priority of options is displayed on the right side window.
- ❖ Automatically the option will be moved to the new location and the priority numbers will be renumbered. (OR) select the option and press the UP/DOWN arrow buttons.
- ❖ Select an option and click the Delete button, then the option will be deleted from selected list.

Option Form

Head Ticket No.

Test Name: Rank:

Applicant Name: Father Name:

Date of Birth: Gender:

Residential Status: Religion:

Aadhar Number: Reservation Category:

List of Colleges				List of Priority					
S.No.	College Name	Course Name	Seat Description	College Type	S.No.	College Name	Course Name	Seat Description	College Type
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10

5. The Saved options can be viewed and/or print through the Print options link from home page also.
6. The options exercised will be closed at 00:00 Hrs midnight on the last date specified for web options in the notification.
7. The options registered in the server will be frozen automatically on the last day specified in the notification and shall be used for seat allotment.
8. The options will be processed on the dates specified and the results will be communicated through SMS message to the registered mobile number, which you have provided and you can also take a print of the provisional allotment order from the website.

Do's and Don'ts

- ❖ Do not use mobiles and tablets to exercise the options. Use only Computers.
- ❖ Check college codes thoroughly before entering options.
- ❖ Write college codes in the order of preference on a White paper before entering into web.
- ❖ Do not select colleges which you are not interested.
- ❖ Avoid using slow internet facility.
- ❖ Allotments will be made in the order of preference of options and exercise utmost care while entering options.
- ❖ Allotments will be made in the Rank order.
- ❖ Allotment made in the web counseling is final and cannot be altered under any circumstances.
- ❖ Therefore only such colleges and courses that candidate will join without any hesitation should be chosen.
- ❖ Director is not responsible for any technical or human errors from client side (Student side) while exercising options.
- ❖ Keep your mobile with you while exercising options and do not block SMS.