

**FOOD CRAFT INSTITUTE VISAKHAPATNAM**

(An Autonomous Organization Sponsored by Govt. of India and Govt. of A.P)  
[Commissionerate of Higher Education-(T.E)] Govt. of A.P.

**APPLICATION FORM FOR ADMISSION INTO ONE AND HALF YEAR  
ADVANCED TRADE CERTIFICATE IN CULINARY ARTS**

APPROVED BY STATE BOARD OF TECHNICAL EDUCATION AND TRAINING,  
ANDHRA PRADESH

Affix Recent  
Passport size  
Photograph

(To be filled by the candidate's own handwriting)

1. Course Applied for: \_\_\_\_\_  
(For course details see page No.3 or institute website)
  
2. Name of the Candidate: \_\_\_\_\_  
(In Capital Letters -As in SSC Mark list)
  
3. Father's Name / Husband's Name: \_\_\_\_\_
  
4. Date of Birth (As in SSC Mark list): \_\_\_\_\_ Age as on 01-07-2026: \_\_\_\_\_ years
  
5. Gender (Tick the appropriate category) : Male / Female
  
6. Address for Communication:
 

Door No. : \_\_\_\_\_ Street: \_\_\_\_\_

Village: \_\_\_\_\_

Town / City / P.O.: \_\_\_\_\_

District: \_\_\_\_\_ PIN: \_\_\_\_\_

Phone / Mobile No.: \_\_\_\_\_

E-mail: \_\_\_\_\_

Aadhar Card No: \_\_\_\_\_
  
7. Reservation Category : OC / SC / ST / BC-A / BC-B /  
(Tick the appropriate category) BC-C / BC-D
  
8. Reservation under Special Category : NCC / Sports / CAP / PH  
(Tick the appropriate category)

9. Name of the qualifying Examination passed : SSC / SSC Equivalent
10. Marks Obtained / Grade : In SSC out of 600: ----- / Grade-----  
 In SSC without Hindi: -----  
 In SSC Equivalent: -----

11. Whether passed in (Tick ✓ appropriate : Single Attempt / Compartmental

12. Registration fee details

- a) Demand Draft No. / NEFT UTR No.: / Transaction ID\*
- b) Dated:
- c) Bank Name :
- d) Branch Name:
- e) Amount : Rs.500-00 / Rs.300-00 (Strike off the inapplicable option)

\*Forward a scanned copy of the counterfoil with UTR Number by Email to adm.fcivzg@gmail.com immediately after payment through NEFT / Online / Mobile banking. Mention the Name of the Candidate and SC/ST if applicable.

**13. Declaration and undertaking by candidate for Registration of Application:**

I declare that I fulfill the eligibility criteria laid down to apply for One and half year Craft Certificate Course in \_\_\_\_\_. I shall submit all the original documents as proof at the time of admission into the institution for the academic year 2026 – 27. The information furnished above is true to the best of my knowledge and belief. In case, any false information is furnished by me, I hereby undertake that I shall be made ineligible for admission and I shall have no right or claim. I shall pay the revised fee as per the conditions of the institute.

Signature of the Candidate

**14. Endorsement by the Parent / Guardian**

I endorse the declaration and undertaking of my ward and hereby state that the information furnished above is true to the best of my knowledge and belief.

Date:

Signature of the Parent / Guardian

Name and Address:

Contact No:

E.Mail:

## **15. INSTRUCTIONS AND INFORMATION TO THE CANDIDATES**

### **I. COURSES OFFERED\*** Details of Course Fee payable

S. No.	Course title and duration	Total Fee (to be paid at the time of Admission)	Eligibility
1.	<b>ADVANCED TRADE CERTIFICATE IN CULINARY ARTS</b> -1 ½ year including 24 weeks of Industrial Training	<b>Rs.30,000/-</b>	A pass in SSC or equivalent

### **II. Enclosures to be sent along with application for Registration**

**A.** One set of self-attested photo-copies of the following certificates in support of claim for admission. (All Original certificates should be submitted on the date of Admission Counseling)

- i) SSC Mark List
- ii) Transfer Certificate
- iii) Caste Certificate (in case of SC / ST / BC-A / BC-B / BC-C / BC-D) issued by Tahsildar
- iv) Certificate in proof of Reservation under Special Category - NCC / Sports / CAP / PH
- v) Medical Fitness Certificate
- vi) Blood group

**B.** i) **Demand Draft for Rs.500/-**. (For SC/ST candidates Rs. 300/-) drawn in favour of “**Food Craft Institute, Visakhapatnam**” payable at Visakhapatnam. (Write your name and telephone number at the back of the Demand Draft)

**(OR)**

Pay Registration fee by directly depositing or through NEFT or other means of online payment to Union Bank of India Account Number: 139610100011553, IFSC CODE: UBIN0813966; attach **copy of the counterfoil / transaction ID**, mention the candidate’s name and forward a scanned copy of the counterfoil with UTR / Transaction ID Number by Email to [\*\*adm.fcivzg@gmail.com\*\*](mailto:adm.fcivzg@gmail.com) immediately after payment. Mention the UTR / Transaction ID number at S.No.12 of the application form and submit for registration in person at the institute or send through Speed post.

### **III. REGISTRATION OF APPLICATION**

- i) Filled in application(s) should reach the **Principal, Food Craft Institute, Near Rural MRO’s Office, Old Dairy Farm (P.O), Visakhapatnam-530 040.**

ctd...4.

ii) Registration will not be done if the application form is incomplete; incorrectly filled-in, and if copies of certificates, Demand Draft / proof of NEFT / other means of online payment are not attached.

iii) \*If Registration fee is paid through NEFT / other means of online payment, mention the candidate's name and forward a scanned copy of the counterfoil with UTR Number by Email to [adm.fcivzg@gmail.com](mailto:adm.fcivzg@gmail.com) immediately after payment.

iv) The institute reserves the right for selection of candidates based on marks obtained in SSC, Reservation Rules and proof of conduct, character and knowledge of English.

v) Reservation of seats will be as per rules of Government of Andhra Pradesh, Department of Technical Education, for preparing the merit list.

vi) Regular Classes commence on 22-07-2026.

vii) Download Application form from Website: [www.fcivizag.com](http://www.fcivizag.com) or collect it from 'The office of The Principal, Food Craft Institute, Near Rural MRO's Office, Visakha Valley, Old Dairy Farm (P.O), Visakhapatnam-530 040 on any working day.

viii) **Date of Issuing Application Forms : 23-06-2026**

ix) **Last date for submission and Registration of filled in Application forms is 04-07-2026-5:00 P.M**

x) **ADMISSION COUNSELLING – From 15-07-2026.**

xi) For further details and assistance, contact Phone 0891-6770108, 9912342083 (Between 9.30 AM and 4.30 PM on all working days). OR send E-mail: to [adm.fcivzg@gmail.com](mailto:adm.fcivzg@gmail.com)

xii) **Note: Age Limit for admission:** For Regular candidates 25 years or below as on 01-07-2026; For SC/ST and women candidates, 28 years or below as on 01-07-2026.

xiii) Educational qualification to be eligible for Admission: A pass in SSC or equivalent examination

\*\*\*\*\*