

The Bar Council of the State of Andhra Pradesh, Amaravati

INSTRUCTIONS ON ENROLMENT

Issuance of Payment Challans ⇨ Monday & Tuesday ⇨ 10-30 A.M. to 12:30 P.M.

Submission of Enrolment Applications ⇨ Monday & Tuesday ⇨ 2:30 P.M. to 4:30 P.M.
(A4 Green Papers)

1. A person who is qualified to be an advocate, can file his/her application for Enrolment along with necessary certificates, on any Monday / Tuesday from 2-30 to 4-30 p.m. However, the person, who is in full or part-time service or employment or engaged in any trade, business or profession shall not be admitted as an advocate.
2. The candidates submitted applications will be informed the date of Enrolment, subsequently.
3. One passport size photograph (without robes), shall be submitted along with the application.
4. The following certificates are to be enclosed :
 1. **Date of Birth Certificate** : Photo copy of S.S.C. or its equivalent
 2. **Intermediate or its equivalent** : Photo copy of pass certificate- cum – Memorandum of marks.
 3. **Graduation** : Photo copy of convocation certificate.
 4. **Law** : Photo copy of Law certificate (convocation / provisional)
 5. **Caste Certificate** : Photo copy of caste certificate belongs to SC/ST

Note: All the Photo copies shall be attested by the Gazetted Officer and the originals of all certificates shall be produced along with Enrolment Application, for the purpose of scrutiny.

5. Certificates of other qualifications acquired, if any.
6. Photo copy of Retirement and Relieving Order, in case of persons retired from service.

Applicants who studied Law, while in service shall submit the following Documents:

 - A. Permission letter from the Employer to study law.
 - B. T.C. from law college.
 - C. Certificate of proof of working place, during the study period of Law.
7. On the day of Enrolment, the candidates shall wear white dress, black coat, black shoes and black tie. Lady candidates shall wear white Saree / Chudidar and black coat.

8. PAYMENT TO BE MADE

(1) General Category: -

An amount of Rs. 750/- is to be paid towards Enrolment Fee.

- (i) An amount of Rs. 600-00 shall be paid to the credit of the “Bar Council of the State of Andhra Pradesh”, Amaravati, in the State Bank of India, A.P. High Court Branch, AMARAVATI in Savings Bank Account No. **38197167485.**

- (ii) An amount of Rs. 150-00 shall be paid to the credit of the “Bar Council of India, New Delhi Collection Fund” in the State Bank of India, A.P.High Court Branch, AMARAVATI, in Savings Bank Account No. **52005821233**.
- (iii) An amount of Rs. 500-00 shall be paid to the credit of the “Bar Council of the State of Andhra Pradesh” towards Stamp Duty in the State Bank of India, A.P.High Court Branch, AMARAVATI, in Savings Bank Account No. **38178493296**.

(2) SC & ST Category :-

An amount of Rs. 125/- is to be paid towards Enrolment Fee.

- (i) An amount of Rs. 100-00 shall be paid to the credit of the “Bar Council of the State of Andhra Pradesh”, Amaravati in the State Bank of India, A.P.High Court Branch, Amaravati in Saving Bank Account No. **38197167485**.
- (ii) An amount of Rs. 25-00 shall be paid to the credit of the “Bar Council of India. New Delhi Collection Fund” in the State Bank of India. A.P. High Court Branch, AMARAVATI in Saving Bank Account No. **52005821233**.
- (iii) An amount of Rs. 500-00 shall be paid to the credit of the “Bar Council of the State of Andhra Pradesh” towards Stamp Duty in the State Bank of India, A.P.High Court Branch, AMARAVATI, in Savings Bank Account No. **38178493296**.

Note: Caste Certificate from Revenue Officials, not below the Rank of Tahsildar to be enclosed in Original.

Details	General Category Rs.	SC/ST Category Rs.
Enrolment Fee	600/-	100/-
BCI Collection Fee	150/-	25/-
Stamp Duty	500/-	500/-
Total	1250/-	625/-

B. Padmalatha

(B.PADMA LATHA)
I/c Secretary, Bar Council