

Coding Plan

Read instruction carefully before filling up the Application Form.

1. Use only Blue or Black Ball Point pen. WRITE IN CAPITAL LETTERS. Do not mark or write outside the boxes.
2. Leave one box blank between two words. Limit your name and/or address within the space provided for it. Please see example as given below.
3. Cross(x) only one of the appropriate boxes in items nos. 4, 5 ,6, 7, 10, 11 and 21.
4. Please write code number in items nos 12, 13, 14, 15 and 16 as given overleaf.
5. It is the responsibility of the candidate and the principal of the school to deposit the filled in form with the state concerned Officer before the last date. No request for condoning delay in submission will be entertained whether it is due to the fault of the Candidate or the Headmaster/Principal of his/her institution.
6. Incomplete or defensive applications are liable to be rejected.
7. **4% for Physically Challenged Group of Students**, with benchmark disabilities of which, one per cent each shall be reserved for persons with benchmark disabilities under clauses (a), (b) and (c) and one per cent for persons with benchmark disabilities under clauses (d) and (e) namely:
 - (a) **blindness and low vision (BLV);**
 - (b) **deaf and hard of hearing (DH);**
 - (c) **locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular Dystrophy (LD);**
 - (d) **autism, intellectual disability, specific learning disability and mental illness (AID);**
 - (e) **multiple disabilities from amongst persons under clauses (a) to (d) including deaf- blindness in the posts identified for each disabilities' (MD)**

Example for writing Name and Address.

Father's Name

O		P		G	U	P	T	A	
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Postal Address: do not try to write complete address in one line. Break it appropriately as shown below:

1	4	5	/	6		M	O	U	N	T		R	O	A	D	
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C	H	E	N	N	A	I	
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 PIN

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Medium of Examination (Refer to item 12)		Education of Father or Mother (Refer to item Nos 13 & 15)	
Medium of Examination	Code	Education	Code
English	13	No Formal Education	1
Hindi	15	Up to primary	2
		Upper primary	3
		Secondary	4
		Senior secondary	5
		Graduation	6
		Post graduation	7
		Doctoral	8
		Professional degree (Engineering, Law, Medicine, MCA, BA. etc)	9

Father's/ Mother's occupation (refer to item Nos 14 & 16)	
Occupation	Code
Professional	1
Executive and Managerial	2
Clerical	3
Business	4
Agriculture , fishery	5
Production and Transport	6
Operators and labourers	7
Not employed	8

Eligibility:

- **Grade B2 and above or 61% marks** and above for General Category students and 5% relaxation in marks for reserved category
- Candidate belonging to Scheduled Caste /OBC Category has to attach the attested copy of the certificate regarding reserved caste issued by SDM / Tehsildar with the Application Form. ***In case, the candidate fails to submit the required certificate, he / she will be considered in the GENERAL Category provided he/she fulfills the conditions for GENERAL Category. Otherwise, the form is liable to be rejected***
- Candidate belonging to Physically Challenged Group of children must attach the attested copy of certificate issued by the competent authority stating that the child suffers from 40% or more disability as per the P.W.D. Act 1995 disability is of permanent / temporary nature.

INSTRUCTIONS FOR THE CANDIDATES

1. Make sure that the Admission Card is not detached from the application form while depositing the application form
2. Admission Cards are to be collected from **15th December onwards** from State Council of Educational Research and Training (SCERT), Sector 32 C, UT Chandigarh by a representative of the Head of the concerned School.
3. **Reach the Examination Centre at least half an hour before** the commencement of the examination.
4. DO NOT carry **calculator, mathematical & physical table** or any **other kind of ready reckoner** to the examination hall.
5. The examination will be conducted in two sessions on the same day.
 - (i) **Session I** : Session I is confined to **Mental Ability Test (MAT)** consisting of **100 Questions**
 - (ii) **Session II** : Session II is confined to **Scholastic Aptitude Test (SAT)** consisting of **100 Questions**

Sr. No.	Test Type	Marks	No. of items	Duration (in minutes)	Remarks
1.	Mental Ability Test (MAT)	100	100	120	
2.	Scholastic Aptitude Test (SAT)	100	100	120	Number of Questions Science: 40 Social Science: 40 Mathematics: 20

6. Only visually challenged candidates will have extra time for writing exams. This relaxation in time will not be given to other PH Categories. Visually Challenged candidates will be provided facility of either scribe or Braille as per the requirement
7. Each question carries **one mark. No negative marking.**
8. Write your **Roll Number**, as given in the Admission Card, on the **Answer Sheet** and on the cover page of the **Question Booklet** in the space provided.
9. DO NOT write your name in any part of the Question Booklet.
10. All **questions** in the booklets are **objective type**. For each question FOUR possible answers are given, but only one is correct. Your task is to find out the correct answer and mark your choice in the Answer Sheet **as per instructions given in the Answer Sheet.**
11. Record your answer **using PEN only**. You have to indicate your answer on the answer sheet as advised.
12. During the Examination follow the **instructions of the Invigilator strictly.**
13. Hand over your **Answer Sheet (OMR)** to the **invigilator before you leave the Examination Hall.**
14. Candidate belonging to Scheduled Caste Category has to attach the attested copy of the certificate regarding reserved caste issued by SDM / Tehsildar with the Application Form.
15. Candidate belonging to Physically Challenged Group of children must attach the attested copy of certificate issued by the competent authority stating that the child suffers from 40% or more disability as per the P.W.D. Act 1995 disability is of permanent / temporary nature.