



Entrance Exam for Admission  
to B.Sc. (Hons.) Nursing  
Course at  
College of Nursing, Lady  
Hardinge Medical College  
and Associated Hospitals, New Delhi

**Information Bulletin**

## INFORMATION BULLETIN

### Entrance exam for admission to B.Sc. (Hons.) Nursing Course at College of Nursing, Lady Hardinge Medical College and other Associated Hospitals, New Delhi

#### Important information and dates at a Glance

#### FEE DETAILS AND IMPORTANT DATES

Activity	Dates
Online Submission of Application Form	From 19 <sup>th</sup> October 2020 to 30 <sup>th</sup> October 2020 (5.00 PM)
Last Date of Successful Transaction of Fee through Credit/Debit Card/Net-Banking/Paytm	30 <sup>th</sup> October 2020 (up to 11:50 pm)

#### Fee Payable by candidates in INR:

Category	Fee payable
General/EWS/OBC(NCL)*/CWWAPP	Rs 1,000/-
Scheduled castes/Scheduled tribes	Rs 500/-
Persons with disabilities (PwD)**	Exempt from payment of exam fee

\*OBC-NCL List (other backward classes-non creamy layer) as per the Central List of other backward classes available on the website of National Commission for Backward Classes(NCBC), [www.ncbc.nic.in](http://www.ncbc.nic.in) Candidates falling within this list may mention OBC-NCL in the Category column. State list OBC(NCL) who are not in the Centre OBC(NCL) list must choose the category "General".

\*\* Candidates with disabilities are advised to go through the Prospectus hosted on the website of the College, carefully and ensure that they are eligible to apply for the exam under the category PwD.

Note: The fee as mentioned above is exclusive of any taxes or service charges payable to banks/payment organisations, that may be applicable Fee as mentioned above is non-refundable. Fee once paid will not be refunded under any circumstances.

Correction of details filled in application Form on Website only	From 1.11.2020 to 03.11.2020
Downloading of Admit Cards from NTA website	08.11.2020
Date of Examination	20.11.2020 (FRIDAY)
Mode of exam	Computer based
Pattern of exam	Exam comprises Multiple Choice Questions
Duration of examination	2 hours
Timings of examination	2.00 PM to 4.00 PM
Exam City	Exam will be held in New Delhi only.
Exam Centre	As indicated in the Admit Card
Date of Display of recorded responses, questions and provisional answer keys	To be announced later on the website
Date of Declaration of results	To be announced later on the website.
Websites	<a href="http://www.nta.ac.in">www.nta.ac.in</a> ;

1. Candidates can apply for CON-LHMCEE "Online" only on the website <https://con.lhmcee.nta.ac.in> Application Form other than online mode will not be accepted.
2. Only one application is to be submitted by a candidate.
3. If a candidate submits more than one Application Form for admission to the same level, all his/her Application Forms shall summarily be rejected.
4. Candidates must follow the instructions strictly as given in the Information Bulletin on NTA website <https://con.lhmcee.nta.ac.in> Candidates not complying with the instructions shall be summarily disqualified.
5. Candidates must ensure that e-mail address and Mobile Number provided in the online application form are their own or that of their parents, as all information/communication will be sent by NTA through e-mail on the given e-mail address or SMS on given mobile number only.
6. Instructions for filling Online Application Form:
  - ❖ Download and read the Information Bulletin carefully to ensure your eligibility.
  - ❖ Follow the steps given below to Apply Online:

Step-1: Apply for Online Registration using unique Email ID and Mobile No.

Step-2: Fill in the Online Application Form and note down the system generated Application No.

Step-3: Upload the following documents:

- Scanned images of Candidate's Photograph (file size: 10 kb - 200 kb) in JPG/JPEG format
- Candidate's Signature (file size: 4kb - 30kb) in JPG/JPEG format.

(Note: Candidates will be required to furnish the relevant documents in support of their eligibility – such as- date of birth certificate, category certificate if applicable, certificate of domicile, Class XII passing certificate **etc at the time of admission**. If the candidate is not able to produce the required original certificates at the time of admission, the candidate is liable to be rejected and admission denied to him or her)

Step-4: Pay fee using payment gateway through Debit Card/Credit Card/Net Banking/Paytm and keep proof of fee paid. In case the Confirmation Page is not generated after payment of fee, then the transaction is cancelled and amount will be refunded to the candidate's account. However, the candidate has to make another transaction, in case the Confirmation Page is not generated.

Download save and print copies of confirmation page after successful remittance of fee and keep copies safely for future reference.

All the 4 steps can be done together in one go or at different times.

7. The final submission of Online Application Form will remain incomplete if Step-3 and Step-4 are not complete. Such forms will stand rejected and no correspondence on this account will be entertained.
8. Candidates are advised to keep the application number and password generated during registration confidential and use them to view registration data and download admit card, results etc.
9. Any request to change the exam centre, date and time provided on the admit card shall not be considered under any circumstances.
10. No request for refund of fee once remitted by the candidate will be entertained by NTA under any circumstances.
11. The entire application process of CON-LHMCEE 2020 is online, including uploading of scanned images, certificates, Payment of Fees, and Printing of Confirmation Page. Therefore, candidates are not required to send/submit any document(s) including Confirmation Page to NTA through Post/ Fax/ by Hand.
12. Candidates are advised to keep visiting the NTA website regularly for examination related updates and to check their emails.
13. Candidates are NOT allowed to carry Instrument/ Geometry/ Pencil box, Handbag, Purse, cap, goggles, jackets, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables (loose or packed), Mobile Phone/ Ear Phone/ Microphone/ Pager, Calculator, DocuPen, Slide Rules, formulae, Log Tables, whitener, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/ devices, pointed instruments etc in the Examination Hall/Room.

#### **DISCLAIMER**

1. Candidates are advised to read the Information Bulletin carefully and go through the instructions regarding filling of Online Application Form given on the website before starting online registration.
2. Candidate should ensure that all information entered during the online registration process is correct.
3. Online information provided by candidates like name of candidate, gender, contact/ address details, category, educational qualification details, date of birth, etc during online registration for the exam, will be treated as correct/final.

4. NTA disclaims any liability that may arise to candidate(s) due to incorrect information provided by the candidate(s) during online registration process.
5. NTA does not edit /modify/alter any information entered by the candidates after completion of registration process under any circumstances. Any request for change in information thereafter will not be entertained. Therefore, aspirants are advised to exercise utmost caution while filling up correct details in registration system.

**Usage of Data and Information:-**

NTA can use the data provided by the candidate for internal purpose(s) including training, research and development, analysis and other permissible purpose(s).

**Help Desk:**

Candidates can call any of the following numbers of NTA for any assistance/clarification:

8287471852, 8178359845, 9650173668, 9599676953, 8882356803

They can also write to NTA at [con.lhmcee@nta.ac.in](mailto:con.lhmcee@nta.ac.in)

Candidates are advised to quote their application number and mobile number in their correspondence with NTA.

## INDEX

<b>Sr NO</b>	<b>Subject</b>	<b>Page No</b>
1	Chapter 1-Introduction	6
2	Chapter 2-About CON-LHMCEE-2020	7
3	Chapter 3- General Information	8-10
4	Chapter 4- Eligibility Requirements	11
5	Chapter 5- Admission and Reservations	12
6	Chapter 6- Steps in filling up the Examination Form	13-16
7	Chapter 7-Barred items	17
8	Chapter 8- Information for Parents/Guardians	18
9	Chapter 9-Admit Card	19
10	Chapter 10-Instructions to be followed in the examination hall	20-21
11	Chapter 11-Use of unfair means/malpractice	22
12	Chapter 12-Post exam activities and Declaration of results	24
13	Chapter 13- Special Instructions regarding COVID-19	26

## APPENDICES

<b>Sr NO</b>	<b>Subject</b>	<b>Page No</b>
1	Format of the caste certificate for SC/ST	29
2	Format of the certificate-OBC(NCL)	30
3	Income and Asset certificate for EWS	32

## CHAPTER I

### INTRODUCTION

#### 1.1 About National Testing Agency (NTA)

The Ministry of Education (MOE), Government of India (GOI) has established National Testing Agency (NTA) as an independent autonomous and self-sustained premier testing organization under the Societies Registration Act, 1860 for conducting efficient, transparent and international standards exams in order to assess the competency of candidates for admissions to premier higher education institutions.

**The objectives of NTA, inter-alia, include:**

- i. To conduct efficient, transparent and international standard exams in order to assess the competency of candidates for admission.
- ii. To undertake research on educational, professional and examining system to identify gaps in the knowledge systems and take steps for bridging them.
- iii. To produce and disseminate information and research on education and professional development standards.

#### 1.2 College of Nursing, Lady Hardinge Medical College

The college of Nursing, Lady Hardinge Medical College , New Delhi is a pioneer Institute for nursing education in India. It was started as a school in 1916 and was upgraded to College of Nursing in September 2007.

The College of Nursing is academically affiliated to University of Delhi and is recognised by Indian Nursing Council and Delhi Nursing Council. The prestigious Medical & Nursing College has two associated Hospitals, Smt. Sucheta Kriplani Hospitals (formerly Known as Lady Harding Hospitals) and Kalawati Saran Children Hospitals from where the Nursing Students gain excellent practical experience

## CHAPTER 2

### ABOUT COLLEGE OF NURSING OF LADY HARDINGE MEDICAL COLLEGE AND ASSOCIATED HOSPITALS ENTRANCE EXAM FOR ADMISSION TO B.Sc. (Hons) (NURSING) COURSE (CON-LHMCEE- 2020)

The College of Nursing, LHMC, offers B.Sc. (Hons) Nursing course of 4 years duration.

CON-LHMC has requested NTA to conduct the entrance exam for the academic year 2020-21.

#### **Role of NTA:**

The responsibility of NTA is limited to inviting online applications for CON-LHMCEE 2020, conduct of the exam, processing and declaration of results.

#### **Date of Exam:**

CON-LHMCEE will be held on 20<sup>th</sup> November 2020.

The schedule will remain unaltered even if the date of the exam is declared a Public Holiday.

#### **Admission:**

Admission will be strictly in accordance with the merit of the candidate based on the marks scored in the Entrance Examination subject to medical fitness and verification of eligibility documents.

#### **Important websites:**

The official website of NTA is [www.nta.ac.in](http://www.nta.ac.in) ; <https://con.lhmcee.nta.ac.in> .

All the exam related information as amended from time-to-time, if any, will be available on this website only. Candidates must regularly view this website for exam updates.

Candidates are also advised to be in touch with the website <https://con.lhmcee.nta.ac.in>



## CHAPTER 3

### GENERAL INFORMATION

#### General Instructions

CON-LHMCEE-2020 will be conducted as per the Guidelines of the College of Nursing Lady Hardinge Medical College, under the control of the Ministry of Health and Family Welfare, Govt. of India.

- Merely appearing and qualifying in the entrance exam does not confer any right to the candidate for admission to the course.
- The selection and admission to the course is subject to fulfilling the admission criteria, eligibility, rank in merit list, medical fitness, verification of original documents and such other criteria as may be prescribed.
- Applications of candidates submitting false and fabricated information will be rejected and such candidates will be further debarred from appearing in examinations conducted by NTA.
- Incomplete application and applications not in accordance with instructions are liable to be rejected without any further intimation.
- The examination fee once deposited will not be refunded. Fee will neither be carried forward to a future examination nor refunded.
- Applications once submitted cannot be withdrawn. Candidates must note that mere deduction of fee from the bank account is not a proof of fee payment. The payment should be supported by fee payment and generation of Confirmation Page.
- Instructions in the Information Bulletin may change /be updated based on decisions taken by the NTA and other authorities from time to time. Candidates are advised to regularly check the website <https://con.lhmcee.nta.ac.in> for any further updates or information.
- NTA reserves the right to withdraw permission, granted inadvertently if any, to any candidate who is not eligible to appear in the exam even though the Admit Card had been issued by the NTA.
- Candidate's admission to the CON-LHMCEE 2020 is purely provisional and is subject to fulfilment of eligibility criteria prescribed, as applicable.
- In case of any ambiguity in interpretation of any of the instructions/ terms/ rules/criteria regarding determination of eligibility/conduct of examination/ registration of candidates/information contained therein, the interpretation of the provisions by NTA/CONLHMC shall be final and binding.

## Schedule of Examination

Schedule for important examination related activities has been given in the following table. However, candidates are requested to keep themselves updated about the schedule through NTA website.

Online Submission of Application Form	From 19 <sup>th</sup> October 2020 to 30 <sup>th</sup> October 2020 (upto 5.00PM)
Last Date of Successful Transaction of Fee through Credit/Debit Card/Net-Banking/Paytm	30 <sup>th</sup> October 2020( Upto 23.50 Hrs)
Correction of details filled in Application Form on Website only	1.11.2020 to 03.11.2020
Downloading of Admit Cards from NTA website	08.11.2020
Date of Examination	20.11.2020(Friday)

### Duration of Examination: 2 hours (120 minutes)

Centre: As indicated on the Admit Card

Date of Display of Attempted Question Paper and Provisional Answer Keys: To be announced later

Websites: <https://con.lhmcee.nta.ac.in> [www.nta.ac.in](http://www.nta.ac.in)

Mode of Examination: Computer based (CBT)

Type of Questions: Multiple Choice Questions

### Scheme of Examination

Section	Topic	No. of Questions	Marks for each correct answer	Total marks
A	Biology	50	3	150
B	Physics	25	3	75
C	Chemistry	25	3	75
D	English	10	3	30
E	General Knowledge	10	3	30
	Total	120		360

One mark will be deducted for every wrong answer.

Medium of Examination: English

**Syllabus for the Exam**

Syllabus is as prescribed by the College of Nursing, LHMC. The paper will be based on Senior Secondary School Certificate (10+2) curriculum of Physics, Chemistry and Biology.

Candidates are advised to refer to the Prospectus of the College hosted on its website for more details.

**Exam Cities:**

Exam will be held in New Delhi only. Allotment of exam centres will be done by the computer and there will be no human intervention.

Note: All efforts will be made by NTA to consider the comfort and convenience of candidates while allotting centres.

## CHAPTER 4

### ELIGIBILITY REQUIREMENTS

#### Eligibility to appear in 2020

- a) Candidate seeking admission to First Year B.Sc. (Hons.) Nursing course must have passed any of the Examinations listed below
  - Senior Secondary School Certificate Examination/Indian School Certificate Examination (10+2) or its equivalent from a recognized Board with a minimum of 45% marks in aggregate (40% marks for SC/ST & OBC-NCL candidates) of four subjects including English, Physics, Chemistry and Biology, provided the student has passed in each subject separately.
- b) Minimum age requirement is 17 years as on 31<sup>st</sup> December, 2020.
- c) Only women candidates are eligible to apply for the course/entrance exam.

## Chapter 5

### ADMISSION AND RESERVATIONS

Candidates are advised to go through the Admission Policy/procedure hosted on the website of the College.

Admissions will be made purely on merit within each category based on the marks secured in the entrance exam subject to medical fitness and verification of documents.

#### **Reservation:**

- a) 15% of the seats are reserved for the category Scheduled Caste (SC),
- b) 7.5% of the seats are reserved for the category Scheduled Tribe(ST) and
- c) 27% of the seats are reserved for the category Other Backward Classes belonging to the Non Creamy layer (OBC-NCL) as per the Central List.
- d) 10% of the seats are reserved for Economically Weaker Sections(EWS)
- e) Five percent (5%) seats are reserved on horizontal basis for PwD/Differently abled candidates
- f) Five Percent (5%) seats are reserved on horizontal basis for the candidates belonging to Children, Widows of Armed and Para Military Personnel (CWWAPP) Category.

Candidates are advised to read the Prospectus hosted on the website of the College for more details.

## CHAPTER 6

### STEPS IN FILLING UP THE EXAMINATION FORM

A candidate can apply for the CON-LHMCEE-2020 online only at <https://con.lhmcee.nta.ac.in>. Candidates are advised to

- a) Read the Information Bulletin carefully and ensure that they fulfil the eligibility requirements before applying.
- b) Go through the Prospectus hosted on the website of the College, carefully for intake, eligibility, reservations etc.
- c) Keep all required information such as scanned documents of photographs, signature, ID proof, credit/debit card for making payments, mobile phones for receiving OTPs, etc before applying online so that the application can be submitted without interruption.

#### Step I: Registration Page

##### Registration

- (i) Candidate's Name/ Mother's Name/ Father's Name as in the school records. Date of Birth in dd/mm/yyyy format as recorded in date of birth certificate/school records
- (ii) Identification Type: Candidates need to provide any one of the following identity details:  
  
School ID card or PAN Card or Aadhaar Number (last 4 digits), or Passport Number or any other Photo Identity Card issued by Government.
- (iii) Mobile Number and e-mail Address: Candidates must provide Mobile Number or email address (their own or that of their parents)
- (iv) Provide complete postal address with PIN Code (Correspondence and Permanent address) for further correspondence.

#### Step II: Fill in the complete Application Form

##### Fill in the complete Application Form

The application particulars entered in Step-I can be edited before final submission of the Application Form except Mobile No. and Email address, which may not be changed after payment.

Other Backward Classes-Non Creamy Layer will be as per the central list of Other Backward Classes available on National Commission for Backward Classes (NCBC), Government of India website [www.ncbc.nic.in](http://www.ncbc.nic.in). Only the candidates falling in this list may mention OBC in

the Category Column. State list OBC candidates who are not in OBC-NCL (Central List) must choose "General".

Note:

- Candidates are advised to verify the correctness of the information provided by them by pre-viewing the online application form before payment. If required candidates may edit their application form before submission.
- Only one application should be submitted by a candidate.
- Once finally submitted, details filled in certain specific fields may be changed only during correction window. After that no communication in this regard will be entertained.
- Registration will be treated as complete only if the fee has been transacted successfully, else the form will be cancelled.
- Candidates are not required to send/ submit hard copy of Confirmation Page to NTA office. **However, the candidates are advised to retain the hard copy of the Confirmation Page and proof of fee submitted for future need.**
- Candidates must note that mere deduction of fee from the bank account is not a proof of fee payment. The payment should be supported by updated fee and generation of Confirmation Page is the proof of successful submission of Application Form.

### **Step III: Uploading of scanned images**

#### **Candidate's Photograph: to be uploaded**

- Passport size Photograph (size: 10 kb to 200 kb) in JPG or JPEG format.
- The photographs must be taken on or after 1<sup>st</sup> July 2020. Photograph should not be with cap or goggles. The focus needs to be on face (80% face coverage, ears clearly visible, on white background)
- Spectacles are allowed only if being used regularly.
- Polaroid and Computer-generated photos are not acceptable.
- Applications not complying with these instructions or with unclear photographs are liable to be rejected.
- Application without photographs shall be rejected.
- The photographs need not be attested. Candidates are advised to keep 6 to 8 passport size and colour photographs with white background.
- Candidates may note that if the photographs uploaded are found to be fabricated i.e. defaced or seem to be hand-made or computer made etc, the application of the candidate will be rejected and the same will be considered as using Unfair Means(UFM) and the candidate would be dealt with accordingly.
- In case someone else's or unrelated photographs have been uploaded, the candidature shall be cancelled and the case will be considered as using UFM. Criminal action as per laws of the country shall also be initiated.

#### **Candidate's Signature: to be uploaded**

- The candidate should put his full signature in running hand writing [not in capital letter] on white paper with Black Ink pen and scan for uploading.
- File size must be between 4 kb to 30 kb in JPG or JPEG format.
- Applications without uploaded signatures will be rejected.

- In case someone else's signature has been uploaded, the candidature shall be cancelled and the case will be considered as using UFM. Criminal action as per laws of the country shall also be initiated.

Note: Candidate must ensure that the uploaded images are clear and proper.

#### **Step IV: Payment of Fee and Status of receipt of Online Application Form with Fee:**

After completing Step III of online Application Form, candidates may remit the examination fee (Step IV) by choosing the following options:

- Select Debit/Credit Card/Net-banking/Paytm -Mode of Payment and Service Provider (Service/Processing charges per transaction & GST (as applicable) to be paid by the candidate) and complete the steps as instructed.
- Print the Confirmation Page after completion of Step-IV i.e. payment through payment gateway using Debit/Credit card/ Net banking/Paytm.
- If candidate fails to complete all the steps upto Step IV, the final submission of Online Application will remain incomplete and unsuccessful.
- Generation of Confirmation Page confirms final submission of Application Form. If Confirmation Page has not been generated, this means that Application Form has not been submitted successfully.

Note: In case, the fee payment status is not 'OK' the candidates are advised as follows:

- If the fee is paid through credit/debit card and status is not OK, it means the transaction is cancelled. Therefore, such candidates have to pay the fee once again and ensure the OK fee status. For cancelled transactions, the amount will, automatically, be refunded to concerned credit/debit card after the last date of online submission of Application Form or completion of the process of Fee Reconciliation.
- A candidate can make changes in his/her form till payment of fee. He/she will not be allowed to make any changes in the form, after payment of the fee.

#### **Check List for filling the Online Application Form:**

The candidates are advised to ensure the following points before submitting the Online Application Forms:

- (i) Whether they fulfil the prescribed eligibility conditions for the exam..
- (ii) That they have furnished the correct name, address and date of birth
- (iii) That they have selected their category viz SC/ST/ OBC-NCL (Non-Creamy Layer)/ PwD/Gen-EWS/General etc correctly.
- (iv) Whether they have kept a Printout of Application Form (Confirmation Page) for their own record.



**Notes:**

The documents (including original) and candidature will be verified at various stages of the exam process against the details provided by the candidates during the online registration/application. The candidature is liable to be rejected if the candidate fails to produce the required documents or if the candidate is not able to furnish the required documents which should corroborate with the details given in the online application form.

Candidates are advised to maintain secrecy regarding their application number and password so as to prevent change of profile or data filled by them by other unauthorised persons.

## CHAPTER 7

### BARRED ITEMS

Candidates are not allowed to carry the following items inside the examination centre under any circumstances. Candidates will be subjected to extensive and compulsory frisking before entering the exam centre with the help of hand held metal detectors.

- Any stationery item like textual material (printed or written) bits of papers, geometry/pencil box, Plastics Pouch, calculator, pen, scale, writing pad, pen drives, eraser, electronic pen or scanner etc
- Any communication device like mobile phone, blue tooth, ear phones, micro phone, pager, health band etc
- Other items like wallet, goggles, handbags, belt, cap etc
- Any watch or wristwatch, bracelet, camera etc
- Any ornaments /metallic item
- Any food item opened or packed
- Any other item which could be used for unfair means, by hiding communication device like microchip, camera, blue tooth device etc.

No arrangement will be made at the centres for keeping any articles/items belonging to the candidates.

In case any candidate is found in possession of any of the barred items inside the centre it will be considered as use of Unfair Means and action will be taken against the candidate in accordance with the relevant provisions.

## CHAPTER 8

### INFORMATION FOR PARENTS/GUARDIANS

It is expected that parents/guardians will guide their wards appropriately on the following issues before leaving home for appearing in the exam.

Candidate will not be allowed to enter the exam centre after 1.30 PM. Therefore, the candidate shall leave home well in advance, taking into consideration various factors such as traffic, location of the centre and weather conditions etc. It would be appropriate to visit the centre a day before the examination to confirm, the location, distance etc to avoid any problem of reaching late at the centre and then not being allowed to appear in the examination.

Candidate will follow all the instructions and maintain discipline in the examination hall.

Candidate will not breach any examination rule

Candidate will not use or promote any unfair means activity during the examination.

Candidate will not be allowed to leave the exam hall till all the candidates complete the examination.

In case the candidate finds another candidate using unfair means in the examination, the same will be immediately informed to the invigilators on duty

Candidates are permitted to bring only the following items, to the examination centre:

- Admit card with (with Self Declaration on it downloaded from NTA website) with passport size photograph and thumb impression affixed on it
- One passport size photograph to be affixed on attendance sheet
- Valid and original Photo ID proof
- Personal hand sanitiser (50ml)
- Personal transparent water bottle
- Face mask and gloves
- A simple transparent ball point pen

A candidate will not bring any barred items to the centre.

Candidate will co-operate with the staff at Examination Centre, in frisking.

Candidate will report at the centre at the time indicated on his/her admit card to make themselves available for compulsory frisking and completing other registration procedures.

Candidate will regularly visit website <https://con.lhmcee.nta.ac.in> and also check registered email /SMS for any update regarding examination.

In case your ward is found breaching any of the above mentioned rules, your ward will not be permitted to enter the examination centre and will not be allowed to appear in the examination.

If your ward indulges in any unwanted activities, he/shall be debarred from taking this examination as per rules and shall also be liable for criminal action and or any action as may be deemed fit by NTA.

## CHAPTER 9

### ADMIT CARD

The Admit Card is issued provisionally to the candidates, subject to the fulfilment of the eligibility conditions.

Admit card will be hosted on the NTA website.

The candidate has to download the Admit Card from the NTA website using her application number and date of birth and appear for the Examination at the given Centre on Date and Timing as indicated in her Admit Card.

Admit card is not transferable to any other person. Impersonation is a legally punishable offence.

No candidate will be allowed to appear at the examination centre, on Date and Timing other than that allotted to them in their Admit card.

In case candidate is unable to download Admit Cards from the website, the candidate should approach the NTA Help Line between 10.00 am and 5.00 pm.

The candidates are advised to read the instructions on the Information Bulletin as well as on the Admit Card carefully and follow them during the conduct of the examination.

In case of any discrepancy in the details filled by the candidate or his/her photograph and signatures shown in the Admit Card and Confirmation Page, the candidate may immediately approach the Help Line between 10.00 am and 5.00 pm. In such cases, candidates would appear in the examination with the already downloaded Admit Card. However, NTA will take necessary action to make correction in the records later.

**Note:**

- a. Candidate must be in possession of the Admit Card to appear in the examination
- b. Candidate may please note that Admit Card will not be sent by post.
- c. In no case, the duplicate Admit Card for the exam would be issued at the Examination Centres.
- d. Candidate must not mutilate/ disfigure the Admit Card or change any entry made therein.
- e. Candidates are advised to preserve their Admit Card in good condition for future reference.
- f. No Admit Card shall be issued to the candidates whose Applications are found to be incomplete for any reason (including indistinct/ doubtful photographs/without uploaded signatures) or who do not fulfil the eligibility criteria for the examination.
- g. Issue of Admit Card, however, shall not necessarily mean acceptance of eligibility which shall be further scrutinized at subsequent stages of admission process.

## CHAPTER 10

### INSTRUCTIONS TO BE FOLLOWED IN THE EXAMINATION HALL

#### General

The Examination Centre will be opened two (02) hours before the commencement of the exam. Candidates must ensure that they leave home well in advance considering all factors like location of the centre, traffic, weather conditions, etc. Candidates are expected to take their seats after the opening of the Examination Hall.

**Date of Examination: 20<sup>th</sup> November 2020-Friday**

**Duration of the exam: 2 hours (120 minutes)**

**Timing of exam: 2.00 PM to 4.00 PM**

Activities	Time
Reporting time at the centre	As indicated in the Admit Card
Last Entry to the Examination Centre permitted upto*	1.30 PM
Sitting on the seat in the Examination Hall/Room	1.45 PM
Exam Commences	2.00 PM
Exam Concludes	4.00 PM

- a) \*However candidates are advised to arrive early to avoid last minute rush and crowding at the Verification Point and the consequent delay in entering the Examination Hall/ Room for important activities like Scanning for temperature, Frisking, Checking of Admit Cards, Identification and Document Verification, Instructions, etc
- b) The candidate must show, on demand, the Admit Card for admission in the Examination Hall. A candidate who does not possess the valid Admit Card shall not be allowed to enter the Examination Hall by the Centre Superintendent.
- c) Candidate is required to appear in the Examination only from the Examination Centre allotted to her and as reflected in the Admit Card. Under no circumstances, will she be permitted to appear in the Examination at a centre different from the allotted Examination Centre.
- d) A seat with the roll number written on it, will be allotted to each candidate. Candidates must find out and occupy their allotted seats. If a candidate is found appearing in the Examination from a seat or room other than the allotted one, her candidature shall be cancelled.
- e) During the examination time, the Invigilator will check Admit Card of the candidates to ascertain the identity of each candidate. The Invigilator will also put his/her own signature in the place provided in the Attendance Sheet.

- f) A candidate who comes after 1.30 PM shall not be permitted to enter the Examination Centre under any circumstances.
- g) Candidates must bring ONLY the following documents on the day of examination at the exam centre. Candidates who will not bring these will not be allowed to sit in the examination.
- Printed copy of Admit Card downloaded from NTA website with passport size photograph (same as the photograph uploaded on the Application form) and left-hand thumb impression affixed on it.
  - One passport size photograph (same as the photograph uploaded on the Online Application Form) for pasting on the specific space in the attendance sheet at Centre during the Examination.
  - Any one of the authorized photo IDs (must be original and valid-like School ID card/ PAN Card/Passport/Aadhaar Card /any other valid photo ID issued by the Government.
- h) Candidates must also wear face mask and carry a container of sanitizer.
- i) Candidates are not allowed to bring any barred item or any item which could be used for Unfair practices. Possession of any such article with the candidates inside the Centre premises will be deemed to be an act of Unfair Means and will attract penalties applicable to adoption of unfair practices.
- j) Candidates are advised in their own interest not to bring any of the barred items to the venue of the examination as arrangement for safe keeping will not be made and candidates found in possession of these items will not be allowed to enter the Examination Centre.
- k) Smoking in the examination centre is strictly prohibited.
- l) The Exam will start exactly at the time mentioned in the Admit Card and an announcement to this effect will be made by the Invigilator.
- m) Before the start of Examination, important instructions will be communicated to the candidates by the Invigilator for strict compliance by the candidates.
- n) The candidates must drop the Admit Card in the drop box kept at the exit, before leaving the exam hall.
- o) The candidates must sign on the Attendance Sheet at the specified place.
- p) Candidate must affix her photograph at the specified place in the attendance register.
- q) No candidate will leave her seat or the Examination Room/Hall until the Exam concludes as per the schedule.
- r) For those who are unable to appear on the scheduled date of exam for any reason, re-exam shall not be held by the NTA under any circumstances.

## Chapter 11

### USE OF UNFAIR MEANS / MALPRACTICE

#### Definition

Use of unfair means or malpractice allows a candidate to gain an undue advantage over other candidates. It includes, but is not limited to:

- a) Being in possession of any item or article which has been prohibited or can be used unfairly, including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the examination in the paper concerned;
- b) Using someone to write examination (impersonation) or preparing material for copying;
- c) Breaching examination rules or any direction issued by NTA from time to time in connection with the conduct of the examination.
- d) Assisting other candidates to engage in malpractices, giving or receiving assistance of any kind, directly or indirectly or attempting to do so;
- e) Writing questions or answers on any material with her.
- f) Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the Examination Centre;
- g) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates or using violence against anyone;
- h) Using or attempting to use any other undesirable method or means in connection with the examination;
- i) Manipulation and fabrication of online documents viz. admit card, rank letter, self-declaration, etc.;
- j) Forceful entry/exit in/from Examination Centre/Hall;
- k) Use or attempted use of any electronic device after entering the Examination Centre;
- l) Affixing/uploading of wrong/morphed photographs on the application form/admit card/proforma;
- m) Creating obstacles in smooth and fair conduct of examination or creating disturbance to others inside the examination hall/room/ centre.
- n) Making an approach or attempting to influence the outcome of the result after the examination.

- o) Any other malpractice declared as unfair means by the NTA.

### **Punishment for using Unfair means/Malpractice**

During the course of, before or after the examination, if a candidate indulges in any of the abovementioned activities, she shall be deemed to have adopted unfair practice and booked under UNFAIR MEANS (UFM) case. The candidate would be debarred for 3 years in future and shall also be liable for criminal action and /or any other action as deemed fit.

### **Cancellation of Result**

- d) The result of the candidates who indulge in Unfair Means/ Malpractice will be cancelled and will not be declared.
- e) Similarly, the result of those candidates who appear from the Centre other than the one allotted to them will be cancelled (and will not be declared).



## CHAPTER 12

### POST EXAMINATION ACTIVITIES AND DECLARATION OF RESULT

#### **Display of recorded responses, questions and provisional answer Keys:**

The NTA will display recorded responses, questions and provisional answer Keys on its website, giving an opportunity to the candidates to challenge, in case of any doubt in the answer key, online, on the website, post exam. For exact date of display of Answer Keys, candidates may regularly check updates on NTA website after the examination.

- a) Candidates will be given an opportunity to make online challenge, within the specified period, against the provisional Answer Key on payment of processing fee of Rs.1000/- per answer challenged. The fee will be refunded if the challenge is found to be correct.
- b) Challenges made by the candidates will be verified by the NTA with the help of panel of subject experts. If found correct, the answer key will be revised accordingly. Based on the revised Final Answer Key, result will be prepared and declared.
- c) No individual candidate will be informed about the acceptance/non-acceptance of her challenge.
- d) The key finalized after the challenge will be final.

#### **Evaluation:**

The National Test Agency will evaluate the Answer Sheets using standard procedure and declare the results. The respective result can be downloaded by individual candidates through their login on the website. Date of declaration of result will be hosted on NTA website.

There is negative marking to the tune of 33% of the marks allocated to the question. Each question carries 3 marks. Thus, for a wrong answer one mark will be deducted.

On examining of the representations by the subject experts, if it is found that more than one option are correct, then marks will be awarded to only those candidates who have attempted any one of the correct options.

If all options are found to be correct – Full marks to be awarded to all students, who have attempted the question.

If none of the options is correct/Question is found to be wrong – All students who appeared in the exam would be awarded full marks.

#### **Declaration of Result**

Results will be published by NTA on its website.

**Inter-se-merit of candidates in case of a tie:**

In case of two or more candidates obtaining equal marks in written entrance test, the inter-se-merit of such candidates shall be determined in order of preference as given below:

- a) Candidates obtaining higher marks in Biology in the written entrance test.
- b) Candidates obtaining higher marks in Chemistry in the written entrance test.
- c) Candidates older in age will be given preference.

Candidates are advised to read the Prospectus hosted on the website of the College for more details.

**Validity of Result**

The validity of the result of the exam shall be only for the current admission year i.e. 2020-21 academic year and cannot be carried forwarded for the next session of admission.

**Re-checking/Re-evaluation of Answer Sheets**

There is no provision for re-checking/re-evaluation of the answer sheets. No correspondence in this regard will be entertained.

**Legal Jurisdiction:**

All disputes pertaining to the conduct of the Examination including Results shall fall within the jurisdiction of Delhi only. Further, any legal question arising out of the Examination shall be entertained only when raised within 30 days from the declaration of result.

The Director (Administration) of the NTA shall be the official by whose designation the NTA may sue or be sued.

**Retention policy:**

The records of the exam would be preserved up to 90 days from the date of declaration of result.

## CHAPTER 13

### SPECIAL INSTRUCTIONS REGARDING COVID-19

NTA will implement Social Distancing measures as per Government of India Guidelines in current scenario of COVID-19 to ensure health & safety of the candidates. Adequate measures are implemented for safety of all without compromising the high standards, sanctity, and fairness in conduct of the examination. Candidates are also required to adhere to Guidelines and new process for Social Distancing and hygiene to ensure safety & health of their own and fellow candidates.

For safety purposes, candidates are advised not to bring anything other than permitted items.

#### Preparation at Centre

1. Standard Operating Procedures for implementing safety precautions and for maintaining required standard of hygiene will be implemented. Before the exam starts, Seating Area will be thoroughly sanitized- exam rooms, desk, chair etc. All door handles, staircase railing, lift buttons, etc will be disinfected.
2. Gap between 2 seats will be maintained as per GOI guidelines.
3. Hand Sanitizer will be available at entry and inside the exam venue at various places for candidates and Centre staff to use.
4. Thermo guns will be available to check body temperature of candidates.
5. The room/hall number will be informed to the candidates at the registration desk. .
6. It is ensured that all the processes are touch free, to the maximum possible extent, to ensure Social Distancing norms.
7. Candidate to reach Centre as per the Reporting/Entry time at Centre given in the Admit Card to avoid any crowding at the Centre at the time of entry and to maintain social distancing.
8. All exam functionaries will wear mask and gloves at all points of time.

#### Pre-Exam Preparation

1. Candidate to check Reporting/ Entry time at Centre given in the Admit Card and to reach Centre as per Reporting Time **only** to avoid any crowding at the Centre at the time of entry and to maintain social distancing.
2. Candidate should fill Admit card and Undertaking thereon as per instructions contained in the admit card, completely and properly.
3. Candidates will be permitted to carry only the permitted items with them into the venue.

#### At time of Entry

1. Candidates need to maintain a space of at least 6 feet from each other at all times. Queue manager / ropes and Floor Marks will be arranged outside the Centre.
2. Room number will not be displayed outside the Centre to avoid any crowding at any one place in any situation.

3. Candidates will be required to sanitize hands by washing with soap and with Hand Sanitizer before entry in Centre. Hand sanitizer will be available at various locations in the Centre
4. Candidate should bring duly filled in Admit Card and Undertaking thereon as per instructions contained in the admit card.
5. They should not bring prohibited items to exam Centre as there are no arrangements available for their safe keeping.
6. Candidates will be allowed to carry drinking water in a colourless transparent water bottle.
7. Thermal scanning will be carried out at the entry point.
8. If the body temperature is higher than the COVID-19 norms, candidate would be required to take the exam in a separate room. Candidates are required to strictly adhere to instructions provided by Centre staff.
9. Contact free frisking will be carried out using Hand Held Metal Detectors at the point of entry.
10. Candidate will display the following documents for verification to the exam functionary (invigilator on duty) standing across the table.
  - Admit card along with the undertaking with passport size photograph and thumb impression affixed thereon
  - Original and valid Identity proof
  - One additional photograph for affixing on the attendance register
11. Candidate will be offered a fresh 3 Ply mask before entry. In order to stop chances of any UFM being used in the examination, the candidate is expected to wear the freshly provided mask at the Centre. The candidate will be required to remove the mask worn by him/ her from home and use only the mask provided at Centre, in the exam hall.
12. Invigilator on duty at the registration desk would direct the candidate to his/her exam room in batches of 5 each to maintain safe distance as per the social distancing norms.
13. A candidate will be denied permission to appear in the examination, if he/she violates the COVID-19 directives/advisories of Government (Central/State) applicable on the day of exam and instructions mentioned in the Admit Card.

### **During Examination**

1. Before the exam starts, Seating Area will be thoroughly sanitized – exam rooms, desk, chair etc. Candidates can further sanitize the same with sanitizers that will be made available in the examination lab/room/hall.
2. Candidates are required to paste passport size photograph and sign on the Attendance Sheet after sanitizing hands with sanitizer.

### **After Examination**

1. On completion of the exam, the candidates will be permitted to move out in an orderly manner, one candidate at a time maintaining a safe distance from each other.

They are required to wait for instructions from invigilator and are not to get up from their respective seats until advised.

2. Candidate must drop their Admit Card in the Drop box kept at the exit, while leaving the exam hall. If any candidate fails to drop her admit card in the drop box, action (which also includes disqualification from the exam) can be taken against her.

**CASTE CERTIFICATE FOR SCHEDULED CASTE / TRIBE CANDIDATE**

1. This is to certify that Shri/Smt/Kumari..... Date of Birth..... of village/town ..... in District/Division of State/Union Territory .....belongs to the .....Caste/Tribe which is recognized as SC/ST under The Constitution (Scheduled Caste) Order, 1950. The Constitution (Scheduled Caste)Union Territories Order, 1951. The Constitution (Scheduled Tribes) Union Territories Order. 1951, as amended by the SCs And STs List (Modification) Order. 1950; The Bombay Reorganization Act, 1960; The Punjab Reorganization Act, 1966; The State Of HP Act, 1970; The North Eastern Areas (Reorganization) Act, 1971 and the SCs And STs Order (Amendment) Act, 1976. The Constitution (Jammu & Kashmir) SC Order, 1956. The Constitution (Andaman & Nicobar Islands) SC Order 1959 as amended by SCs and STs Order(Amendment)Act, 1976. The Constitution (Dadra And Nagar Haveli) SCs Order, 1962. The Constitution (Dadra And Nagar Haveli) STs Order, 1962. The Constitution (Pondicherry) SCs Order, 1964. The Constitution Scheduled Tribes (Uttar Pradesh) Order. 1967. The Constitution (Goa, Daman & Diu) SCs Order, 1968. The Constitution (Nagaland) STs Order. 1970. The Constitution (Sikkim) SCs Order, 1968 or any such Govt. of India directive applicable at the time of counselling.

2. Shri/Smt/Kumari.....and/or his/her family ordinarily reside(s) in Village/ Town.....of District.....of State/Union Territory of .....

3. Applicable in the case of SC/ST persons who have migrated from State/Union Territory Administration to another State/Union Territory. The certificate is issued on the basis of the SC/ST Certificate to Shri/Smt..... father / mother of Shri/Smt/Kumari ..... of Village/Town ..... in District/Division ..... of the State/ Union Territory ..... who belongs to the ..... Scheduled Caste/ Scheduled Tribe in the State/Union Territory issued by the ..... (Name of the prescribed authority) vide their No ..... Dated.....

Signature Designation (with Seal of Office)

Place.....

(State/Union Territory)

Date.....

\*Please delete the words which are not applicable. Please quote specific presidential order.

Note: The term ordinarily reside(s) used here has the same meaning as in section 20 of the representation of the people's act, 1950.

List of Authorities Empowered to Issue SC/ST Certificates

1. District Magistrate/Additional District Magistrate/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/1stClass Stipendiary Magistrate/CityMagistrate/Sub-divisionalMagistrate/TalukaMagistrate/Executive Magistrate/Extra Assistant Commissioner not below the rank of 1st class Stipendiary Magistrate.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate 3. Revenue Officers, not below the rank of Tehsildar
3. Sub-divisional Officer of the area where the candidate and/or his family normally resides
4. Administrator/Secretary to Administrator/Development Officer(Lakshadweep Islands)
5. Certificate issued by any other authority will be rejected.

**FORMAT OF THE CERTIFICATE –OBC NON CREAMY LAYER (NCL)**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES NCL  
APPLYING FOR ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs),  
UNDER THE GOVERNMENT OF INDIA**

This to certify that Shri/Smt./Kum\* \_\_\_\_\_ Son/ Daughter\* of Shri/Smt.\*  
\_\_\_\_\_ of Village/ Town\* \_\_\_\_\_ District/  
Division\* \_\_\_\_\_ in the State/Union Territory \_\_\_\_\_ belongs to  
the \_\_\_\_\_ community that is recognized as a backward class  
under Government of India\*\*, Ministry of Social justice and Empowerment's Resolution No.  
\_\_\_\_\_ dated \_\_\_\_\_\*\*\*. Shri/Smt./Kum.\*  
\_\_\_\_\_ and his/ her family ordinarily reside(s) in the  
\_\_\_\_\_ District/Division of the \_\_\_\_\_  
State/ Union Territory.

This is also to certify that he/she does NOT belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 Estt. (SCT) dated 08/09/93 which is amended vide OM No. 36033/2004 Estt. (Res.) dated 09/03/2004, further amended vide OM No. 36036/2/2013 Estt. (Res.) dtd. 30/05/2014\*\*\*\*.

Place: \_\_\_\_\_ District Magistrate/ Deputy Commissioner/  
Dated: \_\_\_\_\_ Any other Competent Authority (With seal of the Office)

\*- Please delete word(s) which are not applicable.

\*\*- As listed in the Annexure (for FORM OBC NCL).

\*\*\*- The authority issuing the certificate needs to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

\*\*\*\*- As amended from time to time.

**NOTE:**

- (a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the people Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
  - (i) District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ 1st Class Magistrate/ Sub Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.
  - (iii) Revenue Office not below the rank of Tehsildar and
  - (iv) Sub Divisional Officer of the area where the candidate and/or his family

**DECLARATION / UNDERTAKING – FOR OBC(NCL) CANDIDATES ONLY**

I, ..... son/daughter of Shri ..... resident of Village/Town/City.....District .....State hereby declare that I belong to the.....Community which is recognized as a Backward Class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93- Estt.(SCT), dated 8/9/1993. It is also declared that I do not belong to persons/ Sections (Creamy Layer) mentioned in Column3 of The Schedule to the above referred Office Memorandum, Dated 8/9/1993, which is Modified vide Department of Personnel and Training Office Memorandum No. 36033/1/2013 Estt. (Res.) dated 27th May, 2013.

Place: .....

Signature of the Candidate

Date:.....

- Declaration/undertaking not signed by candidate will be rejected.
- False declaration will render the applicant liable for termination of registration at any time. Creamy Layer Definition OBC Creamy layer is defined comprehensively at <http://ncbc.nic.in/html/creamyayer.html>



Government of .....  
 (Name address of the authority issuing the certificate)  
**Income and Asset certificate to be produced by economically weaker sections**

Certificate NO. ....

Date:.....

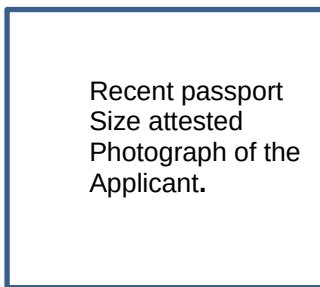
**VALID FOR THE YEAR .....**

1.This is to certify that Shri/Smt/Kumari ..... son/daughter/wife of ....., permanent resident of ..... village/street..... Post office ..... District ..... In the state /Union Territory ..... Pin Code ..... whose photograph is attested below belongs to Economically Weaker sections, since the gross annual income \* of his/her family\*\* is below Rs 8/- lakhs (Rupees eight Lakhs only) for the financial year ..... His/her family does not own or possess any of the following assets:\*\*\*

- I. 5 acres of agricultural land and above.
- II. Residential flat of Rs 1000 sq.ft and above
- III. Residential plot of 100 sq. yards and above in notified municipalities
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt/Kumari ..... belongs to the .....caste which is not recognised as a Scheduled Caste, Scheduled Tribe and other Backward Classes (Central List).

Signature with seal of office  
 Name.....  
 Designation.....



\*Note1: Income covered all sources, i.e., salary, agriculture, business profession etc.

\*\*Note 2: The term “Family” for this purpose includes the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

\*\*\*Note 3: The property held by a “Family” in different locations or different places, cities have been clubbed while applying the land or property holding test to determine the EWS status.