



TEST ADMINISTRATION

Candidates are to report to the allotted test centre at least 90 minutes before the scheduled commencement of the test.

Candidates will be permitted entry to the Centre upto half an hour before the commencement of the test.

Candidates are to be in possession of the following when reporting to the test centre:

- Document: Admit Card duly completed
- Writing Material: Ball Point Pen, HB Pencils, Eraser and Sharpener

TEST STRUCTURE

Candidates' applying for IMBA, BBA, BCA, etc, the structure of the test is as given below:

Section No.	Section Name	Number of Questions	Timings
1	English Language	40	1000-1200 Hrs
2	Numerical and Data Analysis	30	
3	Reasoning and Intelligence	30	
4	General Knowledge	30	

Candidates applying for BHM, the structure of the test are as given below:

Section No.	Section Name	Number of Questions	Timings
1	English Language	40	1000-1200 Hrs
2	Numerical and Data Analysis	30	
3	Reasoning and Intelligence	30	
4	General Knowledge	30	
5	Service Aptitude	25	1200-1300 Hrs
6	Scientific Aptitude	25	

Candidates applying for both, the structure of the test is as of BHM given above. However, their scores of sections 1 to 4 will be reported separately for the purpose of admission to IMBA, BBA, BCA, etc.

TEST MODE:

Test would be paper Based.

GUIDELINES FOR TAKING THE PAPER

BASED TEST

The candidates will be provided a sealed Question Booklet and an Answer Sheet. Please do not open the question booklet until announced.

Please fill up the necessary information in the space provided on the cover of the Question Booklet and the Answer Sheet before the commencement of the test.

The candidates are to sign the attendance sheet during the test duly endorsing the Question Booklet series as given on the question booklet and other details.

It is your responsibility to make the certain that you understand and follow the directions for completing the answer sheet. AIMA can accept the responsibility of scanning your answer sheet accurately only if it is completed in accordance with the directions.



Rough work if any is to be done on the Question Booklet only. No separate sheet will be provided / used for the rough work.

UGAT Answer Sheet is scanned by machine and scores are computed. Accuracy in scoring is dependent on the examinees marking their answer sheets properly and the completeness of their erasures when used. Therefore accurate scoring is dependent on your strict adherence to the following points:

- No credit will be given for the answers marked in the question booklets.
- Answers are to be marked on the answer sheet, which is provided separately. Sample is given on pages 10. Choose the correct option and darken the oval / circle completely corresponding to (1), (2), (3) or (4) against the relevant question number.
- Use Blue/Black Ball Point Pen to complete the answer sheet. Please do not darken more than one oval against any question, as scanner will not read the same.
- Once an oval is darkened as answer to the question, it is final. Answer option once darkened cannot be changed.
- Do not tear, bend or mutilate the answer sheet.
- Be sure that you accurately mark all identification and question booklet series.
- Do not be concerned if your answer sheet contains space for more answers than there are questions in the question booklet.

- At the conclusion of the test you should hand over the Question Booklet and Answer Sheet to the invigilator.

GENERAL GUIDELINES:

Your admit card will be verified during the test. One part of the admit card will be given back to you as proof of your having appeared in the test. Please ensure that this is duly signed by you and the invigilator.

Each question carries one mark. There will be negative marking for the wrong answers.

Take the questions in order, but do not waste time pondering over those that seem extremely difficult or unfamiliar to you. A wise practice is to first answer the questions you are sure of. Then, if you complete the test before time is called, go back and reconsider any questions about which you were uncertain.

Although UGAT stresses on accuracy more than speed, it is important to use the allotted time wisely. Make every effort to pace yourself by making yourself familiar with the mechanics of the test.

The directions explain exactly what each set of questions require to answer those questions. Read all test directions carefully. Read each question carefully and thoroughly. Before answering a question, determine exactly what is being asked.

Calculator, Pager, Mobile etc are not permitted inside the test room.

Appropriate civil / criminal proceedings will be initiated against applicant found taking or attempting



UGAT

to take the full or part of the question booklet or answer sheet outside the test room.

Applicant will be allowed to leave the test room after the completion of the test and only after permitted by the invigilator.

If you wish to leave the room during the test, you must have the invigilator permission. You will not be permitted to make up the time you loose.

AIMA reserves the right to cancel the admission to the test / with holds the results of any applicant who impersonates / uses unfair means during the test. This is without prejudice to any other action that can be initiated.

Non adherence to any instructions or failure to comply with any rules governing the conduct of the test will lead to cancellation of your candidature.

All Disputes pertaining to any aspect of the test will be settled through an arbitrator, who shall be appointed by the Director General, AIMA. Further, all legal cases pertaining to any matter of the test will be dealt with under the jurisdiction of Delhi Courts only.

Candidates are advised to keep a copy of the filled in form submitted to AIMA for further reference.

WARNING: PLEASE DO NOT RESORT TO GUESS WORK AS THERE WILL BE NEGATIVE MARKING FOR WRONG ANSWERS.

Nature of Test

It is an objective type test with multiple choice answers. The test is designed to measure a person's general aptitudes as the following table indicates:

TEST STRUCTURE

Section No.	Section Name	No. of Questions	Applicability	Timings
1.	English Language	40	For All	1000 to 1200 hrs
2.	Numerical & Data Analysis	30	For All	
3.	Reasoning & Intelligence	30	For All	
4.	General Knowledge	30	For All	
5.	Service Aptitude	25	Additional for BHM	1200 to 1300 hrs
6.	Scientific Aptitude	25	Additional for BHM	

* There will be negative marking for wrong answers.