

## ***INSTRUCTIONS REGARDING QUESTION BOOKLET & FILLING OF OMR ANSWER SHEET***

### **Important General Instructions for Examinees in the Examination Hall:**

The candidates appearing in Entrance Tests for admission to various programmes/courses are required to answer the questions on an Optical Mark Read (OMR) Answer Sheet. The examinees will be provided a separate OMR Sheet and a Question Booklet. In order to familiarize the candidates with the OMR sheet, a specimen of the answer sheet is given at the end of this page. The information about Roll No., Question Booklet Series, Programme Code etc. must be recorded properly. If it contains errors, the OMR Scanner will not be able to recognize your OMR Sheet and consequences whatsoever shall be the sole responsibility of the candidates. Besides, candidates are advised to read and follow the instructions given below as ignoring any instruction may cause irreparable loss.

1. Examinees are required to carry Admit Card, Photo Identity Card and Blue/Black Ballpoint Pen in the Exam. Hall.
2. No Electronic gadgets including calculators, mobiles, smart watches, Blue-tooth etc. shall be permitted inside the examination hall. Further, there shall not be any arrangement for keeping such articles and the examinees shall have to leave them outside on their own risk & responsibility.
3. Examinees are required to be seated at least 15 minutes before the scheduled Entrance Time.
4. OMR shall be provided 10 minutes ahead of the scheduled Entrance Test Time to provide time for reading instructions on the back side of the OMR Sheet and to fill up the necessary information in the spaces provided on the OMR Answer Sheet before commencement of the test.
5. OMR Answer Sheet has an Original copy and a Candidate's Copy glued beneath it. While making entries in the Original Copy, candidate should ensure that the two copies are aligned properly so that the entries made in Original Copy against each item are exactly copied in the Candidate's Copy.
6. Question Booklet is provided 5 minutes ahead of the actual start of the examination to allow examinees to read the instructions, fill in the information on the Question Booklet and fill in the relevant information of the Question Booklet on the OMR Answer Sheet.
7. The Question Booklet remains sealed and the seal is to be opened only when instructed by the Invigilatory Staff at the time of actual start of the test.
8. All entries in the OMR Answer Sheet, including answers to questions, are to be recorded in the Original Copy only.

9. Fill up the necessary information in the spaces provided on OMR Answer sheet including Question Booklet Number and Question Booklet Series (Not mentioning or writing wrong series may cause incorrect scoring & the University shall not be responsible for any consequences).
10. Choose the correct/most appropriate response for each question among the options A, B, C and D and darken the circle of the appropriate response completely. An incompletely darkened circle is not correctly read by the OMR Scanner and no complaint to this effect shall be entertained.
- 11. Use only blue/black ball point pen to darken the circle of correct/most appropriate response. In no case gel/ink pen or pencil should be used.**
12. Do not darken more than one circle of options for any question. A question with more than one darkened response shall be considered wrong.
13. Use of correction fluid on the OMR Answer Sheet is not allowed under any circumstances. Examinees in their own interest are advised to cautiously fill in all entries on the OMR Sheet.
14. No mark will be awarded to a question against which no circle has been darkened.
- 15. There will be 'Negative Marking' for wrong answers. Each wrong answer will lead to the deduction of 0.25 marks per wrong answer from the score obtained by a candidate.**
16. Only those candidates who obtain positive score in Entrance Test shall be eligible for admission.
17. Do not make any stray marks on the OMR Answer Sheet.
18. Rough work, if any, should be done on the blank sheets provided with the question booklet.
19. OMR Answer sheet must be handled carefully and it should not be folded or mutilated in which case it will not be evaluated.
20. Ensure that the OMR Answer Sheet has been signed by the Invigilator and the candidate himself/herself.
21. At the end of the examination, fold the OMR at the perforation line and detach the top strip and handover the Original OMR Answer sheet to the Invigilator.
22. Candidates shall retain and carry with them the duplicate OMR Sheet, Question Booklet and the Admit Card.
23. If any of the information in the Response Sheet or Question Paper has been found missing or not mentioned as stated above, the candidate is solely responsible for that lapse.
24. Any deficiency on the OMR shall be the responsibility of the candidate himself/herself.



## ORIGINAL COPY

QUESTION BOOKLET NO.:

DATE:   /   /

[illegible]

Candidate is required to darken the circle below containing the code for the Subject, in which he/she is appearing and write its name in the left side box.

**QUESTION BOOKLET SERIES**

A (A)

B (B)

C (C)

D (D)

802920

Program	Code	Program	Code	Program	Code	Program	Code
Arabic	11	Pol. Sci.	26	Cl. Biochem	41	M.Tech.	56
English	12	Po. Sociology	27	Bioresources	42	M.Pharm	57
English Hns.	13	Sociology	28	Micro Bio.	43	Food Tech.	58
Kashmiri	14	MSW	29	Zoology	44	MCA	59
Persian	15	Archeology	30	Physics	45	LLB	60
Urdu	16	Anthropology	31	Nanotechnology	46	BA+LLB	61
Linguistics	17	Public Administration	32	Chemistry	47	M.Sc. IT	62
Hindi	18	Gender Studies	33	Mathematics	48	Dist. Magt.	63
Sanskrit	19	DYD	34	Statistics	49	MTTM	64
Lib. & Inf. Sc.	20	LLM	35	Environ. Sci	50	B.Tech/BE (LEET)	65
M.Com	21	Education	36	App. Geology	51	Integrated	66
Economics	22	M.Ed.	37	Geo-info.	52	BPA/BVA	67
History	23	MP.Ed.	38	Geography	53	Any Other	68
Islamic Stud.	24	Biochem.	39	Electronics	54		
Mass Comm	25	Botany	40	Home Sci.	55		

*The Candidate has filled all the required information as per instructions correctly.*

SIGNATURE OF THE INVIGILATOR

1	A	B	C	D
2	A	B	C	D
3	A	B	C	D
4	A	B	C	D
5	A	B	C	D
6	A	B	C	D
7	A	B	C	D
8	A	B	C	D
9	A	B	C	D
10	A	B	C	D
11	A	B	C	D
12	A	B	C	D
13	A	B	C	D
14	A	B	C	D
15	A	B	C	D

16	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
17	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
18	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
19	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
20	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
21	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
22	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
23	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
24	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
25	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
26	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
27	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
28	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
29	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
30	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D

31	(A)	(B)	(C)	(D)
32	(A)	(B)	(C)	(D)
33	(A)	(B)	(C)	(D)
34	(A)	(B)	(C)	(D)
35	(A)	(B)	(C)	(D)
36	(A)	(B)	(C)	(D)
37	(A)	(B)	(C)	(D)
38	(A)	(B)	(C)	(D)
39	(A)	(B)	(C)	(D)
40	(A)	(B)	(C)	(D)
41	(A)	(B)	(C)	(D)
42	(A)	(B)	(C)	(D)
43	(A)	(B)	(C)	(D)
44	(A)	(B)	(C)	(D)
45	(A)	(B)	(C)	(D)

46	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
47	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
48	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
49	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
50	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
51	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
52	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
53	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
54	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
55	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
56	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
57	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
58	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
59	<input checked="" type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D
60	<input type="radio"/> A	<input type="radio"/> B	<input type="radio"/> C	<input type="radio"/> D

Please note that the information about Roll No, Question Booklet Series, Programme Code etc. must be recorded properly. If it contains errors, the OMR Scanner will not be able to recognise your OMR Sheet. Besides, the candidates are advised to read and follow the instructions given below:-

1. Fill up the necessary information in the spaces provided on the OMR Answer Sheet in English before commencement of the test.
2. OMR Answer Sheet has an Original Copy and a Candidate's Copy glued beneath it at the top. While making entries in the Original Copy, candidate should ensure that the two copies are aligned properly so that the entries made in the Original Copy against each item are exactly copied in the Candidate's Copy.
3. All entries in the OMR Answer Sheet, including responses to questions, are to be recorded in the Original Copy only.
4. Choose the correct/ most appropriate response for each question among the options A, B, C and D and darken the circle of the appropriate response completely. The incompletely darkened circle is not correctly read by the OMR Scanner and no complaint to this effect shall be entertained.
5. Use only blue/black ball point pen to darken the circle of correct/ most appropriate response. In no case gel/ink pen or pencil should be used.
6. Do not darken more than one circle of options for any question. A question with more than one darkened response shall be considered wrong.
7. There will be Negative Marking (wherever applicable) for wrong answers. Each wrong answer will lead to the deduction of 0.25 marks from the total score of the candidate.
8. Do not make any stray mark on the OMR sheet.
9. Calculators and mobiles shall not be permitted inside the examination hall.
10. Rough work, if any, should be done on the blank sheets provided with the question booklet.
11. OMR Answer Sheet must be handled carefully and it should not be folded or mutilated; in such case it will not be evaluated.
12. Besides your own signature, ensure that your OMR Answer Sheet has been signed by the Invigilator.
13. At the end of the examination, hand over the OMR Answer Sheet to the invigilator who will first tear off the original OMR sheet in presence of the Candidate and handover the Candidate's Copy to the candidate.

**HOW TO FILL AND MARK ORIGINAL COPY (WITH BLACK / BLUE BALL POINT PEN ONLY)**

If your Response  
to Question  
Number 16  
is B, Please  
mark as below :

Candidate is required to darken the circle below containing the code for the Subject in which he/she is appearing and write the name in the left side box.

QUESTION BOOKLET SERIES	
A	(A)
B	<input checked="" type="radio"/>
C	(C)
D	(D)

Program	Code	Program	Code	Program	Code	Program	Code
Arabic	(11)	Poi. Sci.	(26)	Cl. Biochem	(41)	M.Tech.	(56)
English	(12)	Psychology	(27)	Bioresources	(42)	M.Pharm	(57)
English Hns.	(13)	Sociology	(28)	Micro Bio.	(43)	Food Tech.	(58)
Kashmiri	(14)	MSW	(29)	Zoology	(44)	MCA	(59)
Persian	(15)	Archelogy	(30)	Physics	(45)	LLB	(60)
Urdu	(16)	Anthroplogy	(31)	Nanotechnology	(46)	B.A+LLB	(61)
Linguistics	(17)	Public Administration	(32)	Chemistry	(47)	M.Sc.IT	(62)
Hindi	(18)	Gender Studies	(33)	Mathematics	(48)	Dist. Magt.	(63)
Sanskrit	(19)	DYD	(34)	Statistics	(49)	MTTM	(64)
Lib. & Inf. Sc	(20)	LLM	(35)	Environ. Sci	(50)	B.Tech/B.E (LEET)	(65)
M.Com	(21)	Education	(36)	App. Geology	(51)	Integrated	(66)
Economics	(22)	M.Ed.	(37)	Geo-inform.	(52)	BPA/BVA	(67)
History	(23)	MP Ed.	(38)	Geography	(53)	Any Other	(68)
Islamic Stud.	(24)	Biochem.	(39)	Electronics	(54)		
Mass Comm.	(25)	Botany	(40)	Home Sci.	(55)		

Q.No.	RESPONSE
16	<input checked="" type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D

Q.No.	RESPONSE
16	<input checked="" type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D