



राष्ट्रीय परीक्षा एजेंसी  
**National Testing Agency**  
Excellence in Assessment



वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद  
COUNCIL OF SCIENTIFIC & INDUSTRIAL RESEARCH

## CSIR - UGC National Eligibility Test (NET) for JRF and Lectureship/Assistant Professorship

15 December 2019



## IMPORTANT INFORMATION AND DATES AT A GLANCE

(Please refer to Information Bulletin for details)

### 1. FEE DETAILS AND IMPORTANT DATES:

<b>Online Submission of Application Form</b>		09 September – 09 October 2019 (upto 11:50 pm)
<b>Last date of successful transaction of fee through Credit/Debit Card/Net-Banking/UPI</b>		<b>10 October 2019 (upto 11:50 pm)</b>
<b>Fee Payable by Candidate</b>	General/General-EWS	<b>Rs. 1000/-</b>
	OBC-NCL*	<b>Rs. 500/-</b>
	SC/ST/PwD	<b>Rs. 250/-</b>
		<b>Processing charges &amp; Goods and Services Tax (GST) are to be paid by the candidate, as applicable</b>
<b>Correction in Particulars of Application Form on website only</b>		<b>18 October to 25 October 2019</b>
<b>Downloading of Admit Cards from NTA website</b>		<b>09 November, 2019</b>
<b>Date of Examination</b>		<b>15 December, 2019</b>
<b>Duration of Examination</b>		<b>180 minutes (03 hours)</b>
<b>Timing of Examination</b>		<b>First Shift: 9:30 am to 12:30 pm</b> <b>Second Shift: 02:30 pm to 05:30 pm</b>
<b>Centre, Date and Shift of CSIR-UGC NET Examination</b>		<b>As indicated on Admit Card</b>
<b>Display of Recorded Responses and Answer Keys</b>		<b>To be announced later on website</b>
<b>Website(s)</b>		<a href="http://www.nta.ac.in">www.nta.ac.in</a> , <a href="http://csirnet.nta.nic.in">csirnet.nta.nic.in</a>
<b>Declaration of Result on NTA website</b>		<b>31 December, 2019</b>

*\*OBC (Other Backward Classes)-NCL (Non Creamy Layer) as per the central list of Other Backward Classes available on National Commission for Backward Classes. 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.*

2. Candidates can apply for **CSIR-UGC NET December 2019 through "Online" mode only.**
3. Submission of Online Application Form may be done by accessing NTA website [csirnet.nta.nic.in](http://csirnet.nta.nic.in) **The Application Form in any other mode will not be accepted.**
4. **Only one application is to be submitted by a candidate.**
5. Candidates must follow the instructions strictly as given in the Information Bulletin and on NTA website. Candidates not complying with the instructions shall be summarily disqualified.
6. Candidates must ensure that E-mail Address and Mobile Number provided **in the Online Application Form are their own** as all information/ communication will be sent by NTA through e-mail on the **registered e-mail address or SMS on registered Mobile Number only.**
7. **Instructions for filling Online Application Form:**
  - ❖ Download Information Bulletin and Replica of Application Form. Read these 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 scanned images of Candidate's Photograph (file size: 10 kb - 200 kb) and Candidate's Signmat. (file size: 4kb - 30kb) in JPG/JPEG format.**
    - Step-4: Pay fee using SBI/Syndicate/HDFC/ICICI/Paytm Payment Gateway through Debit Card/Credit Card/Net Banking/UPI 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 or at separate times.**

8. Candidates are advised to visit the NTA website and check their e-mails regularly for latest updates.
9. Candidate shall appear at their own cost at the Examination Centre on Date and Shift indicated on their Admit Card issued by the NTA.
10. Any request to change the Examination Centre, Date, Shift and NET Subject provided on the Admit Card shall not be considered under any circumstances.

**Note:**

1. *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.*
2. *No request for refund of fee once remitted by the candidate will be entertained by NTA under any circumstances.*
3. *The entire application process of **CSIR-UGC NET December 2019** is online, including uploading of scanned images, 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/E-mail.***

**Candidates are NOT allowed to carry Instrument, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables and Water (loose or packed), Mobile Phone/ Ear Phone/ Microphone/ Pager, Calculator, DocuPen, Slide Rules, Log Tables, Camera, Tape Recorder, Electronic Watches with facilities of calculator, any metallic item or electronic gadgets/ devices in the Examination Hall/Room.**

**Diabetic students are allowed to carry eatables like sugar tablets/fruits (like banana/apple/orange) and transparent water bottle to the Examination Hall. However, they will not be allowed to carry packed foods like chocolates/candy/sandwich etc.**

**DISCLAIMER**

1. Candidates are advised to read the Information Bulletin carefully and go through the instructions regarding filling of Online Application Form given on CSIR-UGC NET December 2019 website [www.nta.ac.in](http://www.nta.ac.in), [csirnet.nta.nic.in](http://csirnet.nta.nic.in) 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, contact/ address details, category, PwD status, educational qualification details, date of birth, etc will be treated as correct/final. Any request for changes in information after the closure of correction period will not be considered by NTA under any circumstances.
4. NTA disclaims any liability that may arise to a candidate(s) due to incorrect information provided by the candidate(s) during application process.
5. NTA does not edit /modify/alter any information entered by the candidates after completion of application process under any circumstances. Any request for change in information thereafter will not be entertained. Therefore, candidates are advised to exercise utmost caution for filling up correct details in the Application Form.

**Usage of Data and Information:**

NTA can use the data provided by the End User (test taker in this case) for internal purpose(s) including training, research and development, analysis and other permissible purpose(s).

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## NATIONAL TESTING AGENCY

### **Vision**

The right candidates joining best institutions will give India her demographic dividend.

### **Mission**

To improve equity and quality in education by administering research based valid, reliable, efficient, transparent, fair and international level assessments. The best subject matter experts, psychometricians and IT delivery and security professionals will ensure that the current gaps in existing assessment systems are properly identified and bridged.

### **Core Values**

NTA will create a system which will promote teaching (by teachers), learning (by students) and assessment (by parents and institutions). NTA strongly believes in quality, efficiency, effectiveness, equity and security of assessments. To practice these values, NTA will constantly engage with its stakeholders, viz. students, parents, teachers, experts and partner institutions.

## INFORMATION BULLETIN

### Council of Scientific and Industrial Research-University Grant Commission National Eligibility Test (CSIR-UGC NET) DECEMBER 2019

#### 1. Introduction

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

The Ministry of Human Resource Development (MHRD), Government of India (GOI), has established **National Testing Agency (NTA)** as an independent, autonomous and self-sustained premier organization under the Societies Registration Act, 1860, registered as a self-reliant and self-sustained premier testing organization.

**Some of the objectives, inter alia, include:**

- (i) **To conduct efficient, transparent and international standard tests in order to assess the competency of candidates for admission.**
- (ii) **To undertake research on educational, professional and testing 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 About CSIR-UGC Fellowship

The Council of Scientific and Industrial Research (CSIR) has entrusted the responsibility of conducting CSIR-UGC NET in CBT mode to NTA. CSIR-UGC NET is a test being conducted to determine the eligibility **'for Junior Research Fellowship (JRF) and for Lectureship (LS) /Assistant Professorship'** in Indian universities and colleges subject to fulfilling the eligibility criteria laid down by UGC. Online applications for JRF/NET are invited twice a year on all India basis through Press Notification of CSIR-UGC NET for JRF and LS/AP

CSIR and UGC provide Research Fellowships for training in methods of research under expert guidance of faculty members/scientists working in University Department/ National Laboratories and Institutions in various fields of Science. CSIR-UGC NET Fellowships are tenable in Universities/IITs/Post Graduate Colleges/Govt. Research Establishments including those of the CSIR, Research & Development establishments of recognized public or private sector industrial firms and other recognized institutions. Only bonafide Indian Citizens are eligible for the test. CSIR-UGC NET Fellowship is tenable in India. The programme is aimed at National Science & Technology Human Resource Development.

A large number of JRFs are awarded each year by CSIR to candidates holding BS-4 years program/ BE/B.Tech./B. Pharma/MBBS/ Integrated BS-MS/M.Sc. or Equivalent degree/B.Sc. (Hons) or equivalent degree holders or students enrolled in integrated MS-Ph.D. program with **at least 55% marks for General/General-EWS & OBC (50% for SC/ST candidates and Persons with Disability)** after qualifying the Test conducted by CSIR twice a year in June and December.

This Test also determines the eligibility of candidates (i.e it is eligibility criteria only) for Lectureship/Assistant Professorship in Indian University/Colleges. Those who qualify for JRF are eligible for Lectureship/Assistant Professorship also, subject to fulfilling the eligibility criteria laid down by UGC. Some aspirants are declared successful in eligibility for Lectureship/Assistant Professorship only based on their performance in the test.

The award of CSIR-UGC NET Fellowship is for a fixed tenure and does not imply any assurance or guarantee for subsequent employment by CSIR-UGC NET to the beneficiary.

##### 1.3 Junior Research Fellowship Stipend

The stipend of a JRF selected through CSIR- National Eligibility Test (NET) will be Rs.31,000/- p.m (under revision) for the first two years. In addition, annual contingent grant of Rs.20,000/-

per Fellow will be provided to the University / Institution. The Fellowship will be governed by terms and conditions of CSIR, UGC or Research Scheme, as applicable.

On Completion of two years as JRF and if the Fellow is registered for Ph.D, the Fellowship will be upgraded to SRF (NET) and the stipend will be increased to Rs.35,000/- p.m (under revision) for the 3rd and subsequent years, on the basis of assessment of Fellows' research progress/ achievements through interview by an Expert Committee consisting of the Guide, Head of the Department and External Member from outside the University/ Institution who is an expert in the relevant field, not below the rank of Professor/ Associate Professor. As far as possible, the External Member should be the chairman of three members Committee. Where the guide happens to be the Head of the Department, the Dean, Faculty of Science or any senior member of the Department may be associated as the third member of the Committee. In the event of the Committee not recommending up-gradation or the fellow has not registered for Ph.D, the candidate will continue as JRF with a stipend of Rs.31,000/- p.m. for the 3rd year or his/her fellowship may be terminated depending upon the recommendation of the Committee and the decision of CSIR in this regard shall be final. The progress of research work of JRF will be assessed by duly constituted three member assessment committee again at the end of 3rd year for such up-gradation.

The number of fellowship for each subject is limited.

## 2. CSIR-UGC NET Examination, December 2019

Joint CSIR-UGC NET Examination would be conducted by NTA on **Sunday, 15 December, 2019** for determining the eligibility of Indian Nationals for the award of Junior Research Fellowships (JRF) and for determining eligibility for Lectureship (LS)/Assistant Professorship in certain subject areas falling under the faculty of Science & Technology. CSIR-UGC NET December, 2019 shall be conducted by NTA on 15 December, 2019 in the enlisted subjects (**Annexure- III**) based on syllabus(available at [www.csirhrdg.res.in](http://www.csirhrdg.res.in)), at selected Cities of Examination centres spread across the country given at **Annexure- I**.

### 2.1 Option to be exercised by candidate:

A candidate may apply either for 'Junior Research Fellowship (JRF)' OR 'Lectureship/Assistant Professorship'. He/she may indicate his/her preference in the Online Application, as the case may be. If a candidate applies for JRF and fulfils the laid down eligibility criteria for Lectureship/Assistant Professorship also, such a candidate will be considered for both JRF & LS/Assistant Professorship. Option/preference given by the candidate in his/her application form is final and request for change will not be entertained at any later stage. The total number of candidates who will qualify depends on the number of fellowships available and performance in the test, subject to the condition that they fulfill the laid down eligibility criteria. If a candidate is found to be over-age for JRF (NET), he/she will be automatically considered for Lectureship/Assistant Professorship (NET) only. Candidates with M.Sc. qualification OR under M.Sc. Result Awaited (RA) category shall be eligible for Lectureship (LS)/Assistant Professorship subject to fulfilling the eligibility criteria as laid down by the UGC

### 2.2 Mode of Examination:

The Examination shall be conducted as Computer Based Test (CBT) only.

### 2.3 Pattern of Examination:

The Test will consist of **three parts**. All the parts will consist of objective type, multiple choice questions. **There will be no break between papers**. The subject-wise scheme of examination is as per details below:

CHEMICAL SCIENCES	PART A	PART B	PART C	TOTAL
<b>Total questions</b>	20	40	60	120
<b>Max No of Questions to attempt</b>	15	35	25	75
<b>Marks for each correct answer</b>	2	2	4	200
<b>Marks for each incorrect answer (Negative marking)</b>	0.5	0.5	1	-



<b>EARTH, ATMOSPHERIC, OCEAN AND PLANETARY SCIENCES</b>	PART A	PART B	PART C	TOTAL
<b>Total questions</b>	20	50	80	150
<b>Max No of Questions to attempt</b>	15	35	25	75
<b>Marks for each correct answer</b>	2	2	4	200
<b>Marks for each incorrect answer (Negative marking)</b>	0.5	0.5	1.32	-
<b>LIFE SCIENCES</b>	PART A	PART B	PART C	TOTAL
<b>Total questions</b>	20	50	75	145
<b>Max No of Questions to attempt</b>	15	35	25	75
<b>Marks for each correct answer</b>	2	2	4	200
<b>Marks for each incorrect answer (Negative marking)</b>	0.5	0.5	1	-
<b>MATHEMATICAL SCIENCES</b>	PART A	PART B	PART C	TOTAL
<b>Total questions</b>	20	40	60	120
<b>Max No of Questions to attempt</b>	15	25	20	60
<b>Marks for each correct answer</b>	2	3	4.75	200
<b>Marks for each incorrect answer (Negative marking in Part A &amp; B; no negative marking in Part C)</b>	0.5	0.75	0	-
<b>PHYSICAL SCIENCES</b>	PART A	PART B	PART C	TOTAL
<b>Total questions</b>	20	25	30	75
<b>Max No of Questions to attempt</b>	15	20	20	55
<b>Marks for each correct answer</b>	2	3.5	5	200
<b>Marks for each incorrect answer (Negative marking)</b>	0.5	0.875	1.25	-

**Chemical Sciences:** The candidate is required to answer a maximum of 15, 35 and 25 questions from Part-A, Part-B and Part-C respectively. If more than required number of questions are answered, only first 15, 35 and 25 questions in Part A, Part B and Part C respectively will be taken up for evaluation. Below each question in Part A, Part B and Part C, four alternatives or responses are given. Only one of these alternatives is the "correct" option to the question. The candidate has to find, for each question, the correct or the best answer.

**Earth Sciences:** The candidate is required to answer a maximum of 15, 35 and 25 questions from Part-A, Part-B and Part-C respectively. If more than required number of questions are answered, only first 15, 35 and 25 questions in Part A, Part B and Part C respectively will be taken up for evaluation. Below each question in Part A, Part B and Part C, four alternatives or responses are given. Only one of these alternatives is the "correct" option to the question. The candidate has to find, for each question, the correct or the best answer.

**Life Sciences:** The candidate is required to answer a maximum of 15, 35 and 25 questions from Part-A, Part-B and Part-C respectively. If more than required number of questions are answered, only first 15, 35 and 25 questions in Part A, Part B and Part C respectively will be taken up for evaluation. Below each question in Part A, Part B and Part C, four alternatives or responses are given. Only one of these alternatives is the "correct" option to the question. The candidate has to find, for each question, the correct or the best answer.

**Mathematical Sciences:** The candidate is required to answer a maximum of 15, 25 and 20 questions from Part-A, Part-B and Part-C respectively. If more than required number of questions are answered, only first 15, 25 and 20 questions in Part A, Part B and Part C

respectively will be taken up for evaluation. Below each question in Part A, Part B, four alternatives or responses are given. Only one of these alternatives is the "correct" option to the question. The candidate has to find, for each question, the correct or the best answer. In Part C each question may have "ONE" or "MORE" correct options. Credit in a question shall be given only on identification of "ALL" the correct options in Part C.

**Physical Sciences:** The candidate is required to answer a maximum of 15, 20 and 20 questions from Part-A, Part-B and Part-C respectively. If more than required number of questions are answered, only first 15, 20 and 20 questions in Part A, Part B and Part C respectively will be taken up for evaluation. Below each question in Part A, Part B and Part C, four alternatives or responses are given. Only one of these alternatives is the "correct" option to the question. The candidate has to find, for each question, the correct or the best answer.

**Part 'A' shall be common to all subjects. This part shall contain questions pertaining to General Aptitude with emphasis on logical reasoning, graphical analysis, analytical and numerical ability, quantitative comparison, series formation, puzzles etc.**

**Part 'B' shall contain subject-related conventional Multiple Choice questions (MCQs), generally covering the topics given in the syllabus.**

**Part 'C' shall contain higher order questions that may test the candidate's knowledge of scientific concepts and/or application of the scientific concepts. The questions shall be of analytical nature where a candidate is expected to apply scientific knowledge to arrive at the solution to the given scientific problem.**

- *The test will be in Hindi and English version. In case of any ambiguity between Hindi and English version due to translation, English version would be treated as final.*
- *If a candidate attempts more than the required no. of questions then only the First Set of required questions will be considered for scoring.*

#### 2.4 Examination Centres -Cities:

The City of Examination Centres where the test shall be conducted are given at **Annexure-I. It is mandatory for candidates to select four cities of their choice while filling Online Application Form of CSIR-UGC NET December 2019.** Effort will be made to allot Centre of examination to the candidates in order of the City choice opted by them in their Application Form. However, due to administrative reasons, a different city of nearby area may be allotted.

#### 2.5 Subjects of the Test:

The Test will be held in the subjects mentioned below:

Subject Code	Subjects of the Test
701	Chemical Sciences
702	Earth, Atmospheric, Ocean and Planetary Sciences
703	Life Sciences
704	Mathematical Sciences
705	Physical Sciences

#### 2.6 Syllabus of the Test:

Syllabus & Scheme of Examination of the MCQ Paper may be seen at CSIR HRDG website: [www.csirhrdg.res.in](http://www.csirhrdg.res.in).

**Note:** National Testing Agency will not provide the copy of syllabus to individual candidates.

## 2.7 Important Timing of Examination:

Date of Examination (Exact shift of examination will be made available on the NTA website)	15 December, 2019	
	First Shift	Second Shift
Timing of Examination	09:30 am- 12:30 pm	02:30 pm- 5:30 pm
Duration of Examination	03 hours without break	
Entry into the Examination Centre*	7:30 am- 8:30 am	12:30 pm -1:30 pm
Entry in the Examination Hall/Room	8:45 am- 9:00 am	1:45 pm- 2:00 pm
Checking of Admit Cards by the invigilator	9:00 am- 9:15 am	2:00 pm - 2:15 pm
Sitting on the seat in the Examination Hall	9:15 am	2:15 pm
Instructions by the invigilators	9:15 am -9:25 am	2:15 pm- 2:25 pm
Test Commences	9:30 am	2:30 pm
Test Concludes	12:30 pm	5:30 pm

**\*Candidates are advised to report at the Examination Centre, at least 2 hours before the commencement of the examination. Candidates will not be permitted to enter into the Examination Centre after 8.30 am in first Shift and 01.30 pm in second shift. Also, the candidates will not be permitted to leave the examination hall before the expiry of 3 hrs. from the start of the exam.**

*In case any candidate furnishes false information, appears in Computer Based Examination, the candidature is likely to be cancelled and the result will not be declared in such a case.*

### Note:

1. **Candidate shall appear at their own cost at the Centre on Date, Shift and in Subject as indicated in their Admit Card issued by the NTA.**
2. **Any request to change the Examination Centre, Date, Shift and NET Subject provided on the Admit Card shall not be considered under any circumstances.**

## 3. Eligibility Criteria:

### 3.1 Essential Educational Qualifications:

**M.Sc. or equivalent degree/ Integrated BS-MS/BS-4 years/BE/B. Tech/B. Pharma/MBBS with at least 55% marks for General (UR)/General-EWS and OBC candidates and 50% for SC/ST, Persons with Disability (PwD) candidates.**

Candidates enrolled for M.Sc or having completed 10+2+3 years of the above qualifying examination as on the closing date of online submission of Application Form, are also eligible to apply in the above subject under the Result Awaited (RA) category on the condition that they complete the qualifying degree with requisite percentage of marks within the validity period of two years to avail the fellowship.

Such candidates will have to submit the attestation form duly certified by the Head of the Department/Institute from where the candidate is appearing or has appeared.

B.Sc (Hons) or equivalent degree holders or students enrolled in Integrated MS-PhD program with **at least 55%** marks for General (UR)/General-EWS and OBC candidates; **50% marks** for SC/ST, Persons with Disability (PwD) candidates are also eligible to apply. Candidates with

Bachelor's degree will be eligible for CSIR fellowship only after getting registered/enrolled for Ph.D/Integrated Ph.D program within the validity period of two years. Candidates possessing only Bachelor's degree are eligible to apply only for Junior Research Fellowship (JRF) and not for Lectureship (LS)/ Associate Professorship.

*Specification of degrees (whether Bachelor's or Master's) as notified by UGC in its Gazette Notification No. F. 5-1/2013 (CPP-II) dated 5th July, 2014 and as amended from time to time, shall apply.*

The eligibility for lectureship/ Assistant Professorship of NET qualified candidates will be subject to fulfilling the criteria laid down by UGC. Ph.D degree holders who have passed Master's degree prior to 19th September, 1991 **with at least 50% marks** are eligible to apply for Lectureship/ Assistant Professorship only.

### 3.2 Upper Age limit:

(a) **JRF:** Maximum 28 years as on 01.07.2019 {upper age limit may be relaxable up to 5 years in case of SC/ST/Persons with Disability(PwD)/ female applicants and 03 years in case of OBC (Non Creamy Layer) applicants}.

(b) **Lectureship (LS)/ Assistant Professorship:** No upper age limit.

## 4. Schedule for Submission of Application Form

<b>Online Submission of Application Form</b>	09 September - 09 October 2019 (upto 11:50 pm)
<b>Last date of successful transaction of fee through Credit/Debit Card/Net-Banking/Paytm</b>	<b>10 October 2019 (upto 11:50 pm)</b>
<b>Correction in Particulars of Application Form on website only</b>	<b>18 October to 25 October 2019</b>
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<b>Website(s)</b>	<b><a href="http://www.nta.ac.in">www.nta.ac.in</a>, <a href="http://ntacsirnet.nic.in">ntacsirnet.nic.in</a></b>
<b>Declaration of Result on NTA website</b>	<b>31 December, 2019</b>

- (i) Details of how to remit fee are given at **Annexure- IV**.
- (ii) After completing Step-2 and Step-3 of Online Application Form, candidates may remit the examination fee (Step-4).
- (iii) Print the Confirmation Page of Online Application Form after completion of Step-4 of fee payment.
- (iv) **Candidates must keep with them as proof of remittance of fee - transaction slip in case of payment through Debit/Credit Card and Net Banking/Paytm.**
- (v) No fee will be accepted by NTA in any other mode i.e. Demand Draft /Cheque/Cash/ IPO/Money Order etc.
- (vi) **Without completing Step-3 of Online Application Form and further payment of fee details as per Step-4, final submission of Online Application Form will remain incomplete and unsuccessful. Such an Online Application Form would stand rejected and no correspondence on this account will be entertained.**
- (vii) No request for refund of fee once remitted by the candidate will be entertained by NTA under any circumstances.
- (viii) The entire application process of **CSIR-UGC NET December, 2019** is online, including uploading of scanned images, 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/E-mail.***

**5. Fee Concession**

Candidates may be asked to upload a self-attested copy of his/her category certificate as proof of his/her claim when instructed. Claims/requests for any concession/relaxation in fee, age and/or educational qualification not accompanied by a self-attested copy of a valid SC/ST/OBC (NCL) /PwD (40% or more disability) certificate from a competent authority and in prescribed format, will be summarily rejected. OBC candidates, who are not covered under the provision of Non Creamy Layer (NCL) as per the provisions of Govt. of India shall not be eligible to get the benefit of relaxation in age, fee concession etc.

Candidate must note that for availing OBC category benefit, CSIR follows only Central Govt. list and not the State Govt. lists. Similarly, candidate applying under PwD category may note that Govt. of India rules will be applicable in this regard, otherwise they shall not be eligible for any concession.

**6. Provision for Persons with Disability (PwD) having 40% or more Disability**

(i) Candidates with disabilities having 40% or more disability in upper limbs, visual impairment, low vision, cerebral palsy who have physical limitation to write with that of speed, will be provided the services of a scribe if they indicate requirement in their online application.

(ii) Candidates with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, the facility of scribe shall be provided, if so requested by the candidate in their online application.

(iii) Other category of persons with benchmark disabilities who requested for scribe in their online application will be provided scribe only on production of a certificate in the prescribed proforma (**Annexure- XI**) to the effect that the person has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care Institution.

(iv) Candidates covered under para (i) and (ii) above will be allowed to meet the scribe a day before the date of examination so as to verify whether the scribe is suitable or not, after getting confirmation from the respective Centre Superintendent.

(v) **The qualification of the scribe to be brought by the candidate should be one step below the qualification of the candidate taking the examination.** The candidate with benchmark disabilities opting for own scribe should submit details of the own scribe in the prescribed proforma (**Annexure - XIII**). The original copy should be submitted to Centre Superintendent at the exam venue on the day of examination.

(vi) PwD candidates will also be given compensatory time of 60 minutes in addition to the 3 hours duration of the Exam.

**7. How to apply Online (Application Procedure)**

**(Please see Replica of Application Form at Annexure- VI)**

To avoid any kind of inconvenience or last minute rush or unforeseen difficulties, candidates are advised to submit Online Application Form without waiting for the last date. NTA will not be responsible for network problems or any other problem of this nature in submission of online application during the last day.

## 7.1 Ready Reckoner:

Before beginning the process of filling the Online Application Form, read Information Bulletin carefully, keep ready required documents and follow the following instructions:

- ❖ Copy of Board/ University Certificate for Candidate's Name, Mother's Name, Father's Name and Date of Birth
- ❖ Type of Identification – Bank A/c passbook with photograph/ Passport Number/ Ration Card/ Aadhaar Card Number/Voter ID Card Number/ Other Govt ID
- ❖ Qualifying Degree Certificate or last semester marks sheet
- ❖ Your Mailing Address as well as Permanent Address with Pin Code (**Refer Annexure- II for State Code**)
- ❖ **Four cities** for Centres of your choice (**Refer Annexure-I for Codes**)
- ❖ Code of CSIR-UGC NET Subject (**Refer Annexure-III for Code**)
- ❖ Category Certificate, if applicable (**Refer Annexure-IX or X for Format**)
- ❖ Self-Declaration Minority Community Certificate, if applicable (**Refer Annexure-XVI for Format**)
- ❖ Result Awaited Certificate, if applicable (**Refer Annexure-XIV for Format**)
- ❖ Economically Weaker Section (EWS) Certificate, if applicable (**Refer Annexure-XV for Format**)
- ❖ Person with Disability (PwD) Certificate, if applicable (**Refer Annexure-XI for Format**)
- ❖ e-mail address and Mobile Number of candidate
- ❖ Scanned images in **JPG/JPEG format only**

<b>Candidate's Photograph</b>	File size must be between <b>10 kb to 200 kb.</b>
<b>Candidate's Signature in running hand</b>	File size must be between <b>04 kb to 30 kb.</b>

## 7.2 Instructions for filling Online Application Form:

- ❖ Log on to NTA website [csirnet.nta.nic.in](http://csirnet.nta.nic.in) and click on the “**Apply Online**” button under CSIR-UGC NET December 2019.
- ❖ Download [Information Bulletin](#) and [Replica of Application Form](#). Read these carefully to ensure your eligibility and acquaint yourself with the requirements for submission of Online Application Form.

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

**Step-2: Complete Online Application Form and note down the system generated Application No.**

**Step-3: Upload scanned images of Candidate's Photograph and Candidate's Signature in JPG/JPEG format.**

**Step-4: Make payment of fee through SBI/Syndicate/ HDFC/ ICICI/ Paytm Payment Gateway (Debit/Credit Card or Net Banking/UPI) and keep proof of fee paid.**

- Download save and print copy of **Confirmation Page** after successful remittance of fee for your record and future reference.
  - ❖ For submission of Online Application Form, Steps 1 to 4 must be completed. All Steps are mandatory.
  - ❖ The final submission of Online Application Form will remain incomplete if step 2 and step 3 are not followed through. Such Online Application Forms would stand rejected and no correspondence on this account will be entertained.

- ❖ Candidate will get Application Number and One Time Password (OTP) message through e-mail and SMS for submission of Online Application Form. (Future Login will be allowed only with the Application Number and Password, so these must be preserved)
- ❖ Download, save and print four copies of the Confirmation Page for your record and future reference.

#### Step I: Registration Page

Fill in the basic information and note down the system generated Application No.

- (i) **Candidate's Name/ Mother's Name/ Father's Name as given in the Secondary School Examination or equivalent Board/ University Certificate in capital letters**
- (ii) **Date of Birth in dd/mm/yyyy format as recorded in Secondary School Examination or equivalent Board/ University certificate.**
- (iii) **Mobile Number and e-mail Address - Candidates must provide own Mobile Number and e-mail address.**

*Note: Only one e-mail address and one Mobile Number are valid for one application*

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

##### Fill in the complete Application Form

1. ***The application particulars entered can be edited before final submission of the Application Form.***
2. ***Once finally submitted, particulars in certain specific fields may be changed only during correction window. After that no communication in this regard would be entertained.***
3. ***All the steps for submission of Online Application Form, Uploading of Candidate's photograph, Candidate's signature, Payment of fee and Printing of Confirmation Page can also be done separately.***
4. ***Facility of submission of Online Application Form, uploading of photograph, signatures, payment of fee and printing of the Confirmation Page will be deactivated as per schedule for submission of Application Form. Hence, candidates are required to complete the process within the prescribed schedule.***
5. ***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 a proof of fee submitted for future need.***
6. ***Registration will be treated as complete only if the fee has been transacted successfully, else the form will be cancelled.***
7. ***Other Backward Classes (OBC)- Non Creamy Layer 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)). Thus, 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.***
8. ***Gender- Provide Candidate's gender as recorded in the Type of Identification viz. Bank A/c Number/ Passport Number/ Ration Card/ Other Govt ID.***
9. ***Single Girl Child- This option will be visible only if the candidate has selected the option "Female" in gender column. Single Girl Child in the family without brother or sister may select this option. Twin Daughter/Fraternal Daughter of the family may also select this option. (Annexure- XVII)***
10. ***Minority – The candidate should select any one of the Minority Community viz. Muslim, Christian, Sikh, Buddhist, Jain and Parsi which is notified under minority community as per Section 2 (c) of National Commission for Minorities Act, 1992. The Self Declaration of Minority Community by Candidate for support for Minority Students given at Annexure-XVI.***
11. ***Provide complete postal address with PIN Code (Mailing Address as well as Permanent Address) for further correspondence. PIN code of Correspondence Address should be given in the space provided for this purpose.***

(Note: The NTA shall not be responsible for any delay/loss in postal transit or for an incorrect Correspondence address given by the Applicant in the Application Form.)

12. *Choice of Cities for Examination Centres: **The candidate should select any four cities of their choice for examination of CSIR-UGC NET December 2019 given at Annexure-I.***
13. *CSIR-UGC NET Subject: **The candidate should select the CSIR-UGC NET subject to appear from the list of CSIR-UGC NET December 2019 Subjects given at Annexure-III.***
14. *Under no circumstances the choice of cities for Centre and NET subject filled in the Application Form shall be changed by the NTA.*

#### Step III: Uploading of scanned images

- (i) Candidate's Photograph: to be uploaded
  - **The photograph must be taken on or after 02.09.2019 preferably indicating clearly the name of candidate along with the date of taking the photograph. Photograph should not be with cap or goggles.**
  - **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 photograph shall be rejected.
  - The photograph need not be attested. Candidates are advised to take 6 to 8 passport size coloured photographs with white background.
  - Candidates may please note that if it is found that photograph uploaded is fabricated i.e. de-shaped or seems to be hand-made or computer made, the form of the candidate will be rejected and the same would be considered as using Unfair means and the candidate would be dealt with accordingly.

*Note: Same Passport size photograph is to be used for uploading with Online Application Form and for pasting on Attendance Sheet at the Examination Centre.*

The candidate should scan his/her passport size photograph for uploading. **File size must be between 10 kb to 200 kb.**

- (ii) Candidate's Signature: to be uploaded
  - The candidate should put his full signature in running hand writing on white paper with Black Ink pen and scan for uploading.
  - File size must be between 4 kb to 30 kb.
  - **Writing full name in the Box in Capital letters would not be accepted as signature and the Application Form would be rejected.**
  - **Further, unsigned Online Application Forms will also be rejected.**

*Note: Candidate must ensure that the uploaded images are clear and focused on the face.*

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

The final Confirmation of payment of Fee and the receipt of online transaction will be displayed in the Confirmation Page of CSIR-UGC NET December 2019. The candidature of the candidate, whose fees has not been received upto the prescribed last date (i.e. 10 October 2019), will not be considered for the examination.

In case the candidate has paid the fee but is still not able to download the Confirmation Page, the candidate should approach the Help Line between 10.00 am to 5.00 pm from 18 October 2019 to 25 October 2019 with the following documents for correction and considering his/her candidature for the examination.

- (i) Proof of fee paid (Photocopy of transaction slip of fees paid through Debit/Credit Card and Net Banking/Paytm). **In case, the fee has not been remitted within the prescribed last date, the application would be treated as incomplete/unsuccessful and it shall not be considered.**
- (ii) **No request regarding non-receipt of Online Application Form/Fee would be entertained by the NTA after 25 October 2019.**
- (iii) **Candidates are advised to keep visiting the NTA website regularly for latest updates.**



**Candidates should check their mailbox for the given email ids and SMS in their registered Mobile Number for latest updates and information.**

### 7.3 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 fulfill the eligibility conditions for the Test as prescribed under the heading '**Conditions of Eligibility**' and '**Age Limit**'.
- (ii) That they have selected their **category** viz General/General-EWS/OBC (Non-Creamy Layer)/SC/ST/PwD/ Transgender and Minority option, in the relevant column correctly.
- (iii) That they have filled their **Subject and City of examination and code** in the relevant column correctly.
- (iv) That the Person with Disability (PwD) candidate has filled the relevant column in the Online Application Form. Only PwD candidates have to fill this column and the others have to leave it blank.
- (v) Whether they have kept a Printout of Application Form (Confirmation Page) for their own record.

### 7.4 Important Points to Note:

- (i) The candidates, before submitting the Online Application Form, shall ensure their eligibility to appear in the test.
- (ii) The Candidates should fill their complete postal address with PIN Code for further correspondence. **The NTA shall not be held responsible for any loss due to incorrect address given by the applicant in the Online Application Form.**
- (iii) The Candidate must ensure that e-mail address and Mobile Number provided **in the Online Application Form are their own (which cannot be changed later)** as communication may be sent by NTA through **e-mail or SMS**.
- (iv) The Candidate should not give the postal address, Mobile Number or e-mail ID of Coaching Centre in the Online Application Form.  
In order to appear in CSIR-UGC NET December, 2019, the candidates are required to apply '**online**'. **The Application Form other than online mode shall not be accepted. No change will be accepted through offline mode i.e. through fax/application including e-mail etc.**
- (v) Online submission of application may be done by **accessing the NTA official website: [csirnet.nta.nic.in](http://csirnet.nta.nic.in).**
- (vi) **Online Application Form cannot be withdrawn once it is submitted successfully.**
- (vii) Application Form of candidates who do not fulfil the eligibility criteria shall be rejected.
- (viii) A candidate is allowed to submit only one Application Form. If a candidate submits more than one Application Form, the candidature is likely to be cancelled.
- (ix) **Request for change in any particular in the Application Form shall not be entertained under any circumstances.**

**Note:** *However, a chance may be given to the candidates to correct/modify/edit some of the particular(s) of the application form online only, between 18 October to 25 October 2019.*

- (x) The Centres (Cities) indicated for the entrance examination by a candidate is only an option. The actual Centre and shift shall be allotted by NTA and it shall be final. No correspondence in this regard shall be entertained. **It is mandatory for candidates to fill all four choices as options.**
- (xi) In case a candidate is found providing incorrect information or the identity is proved to be false at any time in the future, the candidate shall face penal action as per the law.

(xii) The Candidates are not required to send/ submit the confirmation page of Online Application Form to the NTA. However he/she is advised to retain the following documents with them as reference for future correspondence:

- ❖ **Print Out** of the Confirmation Page of Online Application Form.
- ❖ Proof of fee paid
- ❖ Photographs **(same as uploaded on the Online Application Form)** –6 to 8 passport size photographs need to be kept aside.
- ❖ **The name on the valid photo identification card must match with the name as shown on the Admit Card. If the name has been changed due to events such as marriage, candidate must show the relevant document at the time of exam.**  
**Marriage Certificate/Divorce/Decree/Legal Name Change Document/Gazette Notification.**

(xiii) In case of any technical issue or due to a natural disaster, if an exam in a particular shift/subject has to be rescheduled, NTA may follow the process of normalization of the two test forms as per policy (**Annexure- XVIII**).

(xiv) Provision of Reservation for candidates belonging to EWS/OBC/SC/ST/PwD will be as per GoI instructions issued from time to time.

#### 7.5 **Provision of Aadhaar:**

The Aadhaar number is only one of the types of identification and is not mandatory. Candidates may also enter Passport number, Ration Card number, Bank Account number, Voter ID Card or any other valid Government identity number with photograph..

### **8. e-Admit Card for CSIR-UGC NET December, 2019**

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

The candidate has to download the Admit Card from the NTA website w.e.f 09 November 2019 onwards and appear for the Examination at the given Centre on Date and Shift (Timing) as indicated in their e-Admit Card.

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

In case candidates are unable to download Admit Cards from the website, the candidate should approach the Help Line between 10.00 am to 5.00 pm from 09 November 2019 to 16 November 2019.

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

In case of any discrepancy in the particulars of the candidate or his/her photograph and signatures shown in the e-Admit Card and Confirmation Page, the candidate may immediately **approach the Help Line between 10.00 am to 5.00 pm between** 09 November 2019 to 16 November 2019. **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 record later.**

**Note:**

- a. *Candidate may please note that Admit Cards will not be sent by post.*
- b. *In no case, the duplicate Admit Card for CSIR-UGC NET December 2019 would be issued at the Examination Centres.*

- c. Candidate must not mutilate the Admit Card or change any entry made therein.
- d. Candidates are advised to preserve their Admit Cards in good condition for future reference.
- e. No Admit Card shall be issued to the candidates whose Applications are found to be incomplete for any reasons (including indistinct/ doubtful photographs/unsigned Applications) or who do not fulfil the eligibility criteria for the examination.
- f. Issue of Admit Cards, however, shall not necessarily mean acceptance of eligibility which shall be further scrutinized at subsequent stages of admission process.

## 9 Code of Conduct:

**(Candidates are advised to go through instructions printed on Admit Card carefully before going for the Examination)**

### 9.1 Documents to be brought to the Examination Centre

- ❖ Candidates must bring the following documents to the Test Centre.
- ❖ Print copy of **Admit Card** downloaded from NTA website.
- ❖ **One passport size photograph** (same as uploaded on the Online Application Form) should be taken along for pasting on the specific space in the Attendance Sheet at Centre during the Examination. Any one of the **authorized Govt. Photo IDs** (must be original, valid and non-expired) – PAN card/ Driving License/ Voter ID/ Passport/ Aadhaar Card (With photograph)/ Aadhaar Enrolment No/ Ration Card). **The name on the photo identification must match with the name as shown on the Admit Card.**

**If the name has been changed due to events such as marriage, candidate must show the relevant document at the time of exam. Marriage Certificate/Divorce/Decree/Legal Name Change Document.**

- ❖ **PwD certificate** issued by the Competent Authority, if claiming the relaxation under PwD category.

### 9.2 Prohibited Materials at the Examination Centre

- (i) Candidates are not allowed to carry any baggage inside the Examination Centre. NTA will not be responsible for any belongings stolen or lost at the premises.
- (ii) Candidates are not allowed to carry any textual material, Calculators, Docu Pen, Slide Rules, Log Tables and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, Blue-tooth devices, pager or any other electronic gadget/ device etc.
- (iii) The candidates are prohibited to bring any kind of electronic gadgets/device in the examination room/hall. If any candidate is found to be in possession of any of the above item, his/her candidature will be treated as cancelled and will also be debarred for future examination(s). The items/material will be seized and the case treated as one of 'unfair means'.
- (iv) No candidate, without the special permission of the Centre Superintendent or the Invigilator concerned, will leave their seat or Examination Room/Hall until the full duration of the paper is over. Candidates must follow the instructions strictly as instructed by the Centre Superintendent/Invigilators. Candidates should not leave the room/hall without handing over their rough sheets to the Invigilator on duty in the Room/Hall.
  - (i) Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
  - (ii) Tea, coffee, cold drinks, snacks or eatables things are not allowed to be taken inside the examination room/hall during examination hours.
  - (iii) Candidates suffering from diabetes are allowed to carry into the examination hall the eatables like sugar tablets / fruits (like banana/apple/ orange) and transparent water

bottle. However, they will not be allowed to carry packed foods like chocolate/candy/sandwich etc.

- (iv) The Candidates, especially those who are carrying the barred items, including the metallic objects such as Kara and Kirpan etc., should report at their respective Examination Centers one and half hour before the gate closing time, for ensuring timely checking/frisking and entry to the Examination Hall.

If upon screening at the Examination Centre, it is discovered that any candidate is actually carrying, within the 'Kara' and 'Kirpan', a suspect device, he/she may be asked not to take it in the Examination Hall (as directed by the Hon'ble Delhi High Court vide its Order dated 03.05.2018).

### 9.3 Reporting Time and other Important Instructions

- (i) **The candidates shall report at the Examination Centre two hours before the commencement of the examination** so as to complete the frisking and registration formalities well before time. Registration desk will be closed 30 minutes prior to the examination.
- (ii) Candidates shall not be permitted to enter in the Examination Centre after 8.30 am in First Shift and after 1.30 pm in Second Shift.
- (iii) Candidates are also advised to report at the Examination Hall/Room in the Examination Centre by 8.45 am in the First Shift and by 1.45 pm in the Second Shift.
- (iv) The candidates are advised to read the instructions on the Admit Card carefully and follow them during the conduct of the examination.
- (v) Candidates should take their seat immediately after opening of the Examination Hall. If the candidates do not report in time due to any reason i.e. traffic jam, train/bus delay etc, they are likely to miss some of the general instructions to be announced in the Examination Rooms/Halls. The NTA shall not be responsible for any delay.
- (vi) The candidate must show, on demand, the Admit Card downloaded/printed from the NTA website for admission in the examination room/hall. The Test Centre Staff on duty is authorized to verify the identity of candidates and may take steps to verify and confirm the identify credentials. Candidates are requested to extend their full cooperation. A candidate who does not possess the valid Admit Card shall not be permitted for the examination under any circumstances by the Centre Superintendent.
- (vii) A seat indicating Roll Number will be allotted to each candidate. Candidates should find and sit on their allocated seat only. In case of a candidate who changes room/hall or the seat on his/her own other than the one allotted, candidature shall be cancelled and no plea would be accepted for it.
- (viii) The candidate should ensure that the question paper available on the computer is as per his/her opted NET subject indicated in the Admit Card. In case, the subject of question paper is other than his/her opted subject, the same may be brought to the notice of the Invigilator concerned.
- (ix) Candidate may approach the Centre Superintendent/Invigilator in the room for any technical assistance, first aid emergency or any other information during the course of examination.
- For any queries or issues regarding Computer Based Test, the candidates may contact on Helpline Numbers available on CSIR-UGC NET website.
- (x) **For those who are unable to appear on the scheduled date of test for any reason, re-test shall not be held by the NTA under any circumstances.**

#### 9.4 Unfairmeans

The candidates are governed by all Rules and Regulations of the NTA with regard to their conduct in the Examination Hall. All cases of unfair means will be dealt with as per rules.

- (i) If Candidates are found to be in possession of any of the following items, their candidature will be treated as cancelled and the candidate will be debarred for future examination(s). The items/material will be seized and the case treated as one of 'unfair means'.

Any textual material, Calculators, Docu Pen, Slide Rules, Log Tables and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, Blue-tooth devices, pager or any other electronic gadget/device etc.

- (ii) Candidates shall maintain perfect silence and attend to their Question Paper only. Any conversation or gesticulation or disturbance in the Examination Room/Hall shall be deemed as misbehavior.
- (iii) Candidates must not obtain or attempt to obtain or give assistance of any kind during the examination. This will entail expulsion and cancellation of candidature for the examination.
- (iv) If a candidate is found using unfair means or impersonating, his/her candidature shall be cancelled and he/she will be liable to be debarred for taking examination either permanently or for a specified period according to the nature of offence.

#### 9.5 Rough Work

All calculations/writing work are to be done only in the rough sheet provided at the Test Centre in the examination Room/Hall and on completion of the test candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.

### 10 Display of Answer Key for Challenges

The NTA will display Provisional Answer Key of the questions on the NTA website [csirnet.nta.nic.in](http://csirnet.nta.nic.in) to provide an opportunity to the candidates to challenge the Provisional Answer Key. The Answer Keys are likely to be displayed for two to three days.

The Candidates will be given an opportunity to make a challenge online against the Provisional Answer Key on payment of Rs. 1000/- per question challenged as processing charges.

**The NTA decision on the challenges shall be final and the result will be declared on the basis of final answer keys.**

**Note:**

- Negative marking for wrong answers, wherever required, shall be applicable as per subject wise scheme of Exam.
- If a question for any reason is found to be wrong, the benefit of marks will be given to only those candidates who attempted the question. On examining of the representations by the subject experts, if it is found that along with the original answer key one more option(s) is correct, then marks will be awarded to all those candidates who have attempted any one of the correct options.
- No grievances/representation with regard to Answer Key(s) after declaration of result will be entertained.

### 11 Display of Recorded Responses

The NTA will display the recorded responses and Question Paper attempted by the candidates on the NTA website [csirnet.nta.nic.in](http://csirnet.nta.nic.in) prior to declaration of result. The recorded responses are likely to be displayed for two to three days.

### 12 Procedure and Criteria for declaration of result

Two separate merit lists, one comprising of the candidates qualifying for the award of Junior Research Fellowship (JRF-NET) and the second, of those candidates qualifying the Eligibility Test for Lectureship (LS-NET)/Assistant Professorship, will be made on the basis

of their performance in the above Test. **Candidates qualifying for JRF (NET), will also be eligible for Lectureship/ Assistant Professorship (NET) subject to fulfilling the eligibility criteria laid down by UGC. The candidates qualifying for Lectureship/Assistant Professorship will be eligible to be considered for recruitment as Lecturers as well as for Junior Research Fellowship in a Scheme/Project, if otherwise suitable.** However, they will not be eligible for Regular JRF-NET Fellowship. Candidates qualifying for the award of JRF (NET) will receive fellowship from CSIR as per their assignment or from the Schemes with which they may find association. The candidates declared eligible for Junior Research Fellowship under CSIR Scheme and Lectureship/ Assistant Professorship will be governed by CSIR Rules/Regulations in this regard.

### **13 Re-Evaluation/Re-Checking of result**

There shall be no re-evaluation/re-checking of result. No correspondence in this regard shall be entertained.

### **14 Procedure for appearing in Computer Based Test (CBT)**

**Process has been explained at Annexure-VII.**

### **15 Test Practice Centres (TPCs)**

The Ministry of Human Resource Development has mandated the NTA to set up, establish and create a network of Test Practice Centres for candidates, especially in remote and rural areas to enable them to practice and be comfortable in taking a Computer Based Test (CBT). This facility is completely free of cost. Candidates can register online (on NTA website) where they are provided a convenient TPC near their location to practice on a given computer node. This facilitates the process of being able to take a Computer Based Test (CBT). The entire experience of using a computer is close to the actual experience of taking a CBT. All efforts are made to provide practice tests and questions so that candidates can familiarize themselves with logging into the system, go through the detailed instructions regarding the test, use the mouse or numeric keyboard on screen (virtual) for attempting each question, scroll down to the next question, navigate between questions, review and edit their options and submit answers. **(Refer to Annexure VIII for details).**

### **16 Correspondence with NTA**

All the correspondence should preferably be addressed by e-mail. The email query shall be addressed only if it is not anonymous and contains the name, postal address and contact number of the sender. An email containing vague or general queries and other queries as contained in the Information Bulletin shall not be entertained. Queries shall not be entertained from person claiming to be representatives, associates or officiates of the applicant candidate. The following information shall not be revealed by phone or email:

- a. Internal documentation/status.
- b. Internal decision-making process of NTA. Any claim/counter claim thereof.
- c. Dates & venue of internal meetings or name of the staff/officers dealing with it.
- d. Any information which cannot be revealed in the opinion of NTA.

### **17 Query Redressal System (QRS)**

National Testing Agency (NTA) has established a Query Redressal System (QRS), an online web-enabled system developed by NTA. QRS is the platform based on web technology which primarily aims to enable submission of queries/grievances by the Registered Candidate(s) of UGC-NET December 2019 Examination with (24x7) facility for speedy and favourable redressal of the queries/grievances. A Unique Registration Number will be generated for tracking the status of the queries/grievances.

The Registered Candidate(s) are advised to use the online facility for speedy and favorable response before mailing their queries on the official email id of CSIR UGC-NET i.e. [csirnet@nta.ac.in](mailto:csirnet@nta.ac.in).

### **18 Common Services Centres/Facilitation Centres**

Candidates who are not well conversant and submitting face difficulties in the online application due to various constraints, can use the services of Common Services Centre, Ministry of Electronics and Information Technology, Government of India under the Digital India initiatives of Hon'ble Prime Minister. The Common Services Centre (CSC) scheme is a part of the ambitious National e-Governance Plan (NeGP) of Government of India and is managed at each village panchayat level by a Village level Entrepreneur (VLE).

There are more than 1.5 lakhs Common Services Centres (CSC) across the country which will provide the desired support to candidates from urban as well as rural areas in online submission of application form and payment of fee through e-wallet. The list of the Common Services Centre is available on website: [www.csc.gov.in](http://www.csc.gov.in).

### **19 NTA Weeding Out Norms**

The record of CSIR-UGC NET December 2019 would be available up to 90 days from the Date of Examination.

### **20 Legal Jurisdiction**

All disputes pertaining to the conduct of CSIR-UGC NET 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 (Admn) of the NTA shall be the official by whose designation the NTA may sue or be sued.

**List of Cities for Centres of CSIR-UGC NET December, 2019**

Examination will be held at the following cities, provided there are sufficient numbers of candidates in the city.

SL.NO.	STATE/UNION TERRITORY	CITY	CITY CODE
1	ARUNACHAL PRADESH	ITANAGAR/NAHARLAGUN	AL01
2	ASSAM	DIBRUGARH	AM01
3	ASSAM	GUWAHATI	AM02
4	ASSAM	JORHAT	AM03
5	ASSAM	SILCHAR (ASSAM)	AM04
6	ASSAM	TEZPUR	AM05
7	ANDAMAN AND NICOBAR	PORT BLAIR	AN01
8	ANDHRA PRADESH	ANANTAPUR	AP01
9	ANDHRA PRADESH	BHIMAVARAM	AP03
10	ANDHRA PRADESH	CHIRALA	AP04
11	ANDHRA PRADESH	CHITTOOR	AP05
12	ANDHRA PRADESH	ELURU	AP06
13	ANDHRA PRADESH	GUNTUR	AP07
14	ANDHRA PRADESH	KADAPA	AP08
15	ANDHRA PRADESH	KAKINADA	AP09
16	ANDHRA PRADESH	KURNOOL	AP10
17	ANDHRA PRADESH	NELLORE	AP11
18	ANDHRA PRADESH	ONGOLE	AP12
19	ANDHRA PRADESH	RAJAHMUNDRY	AP13
20	ANDHRA PRADESH	SRIKAKULAM	AP14
21	ANDHRA PRADESH	TIRUPATHI	AP16
22	ANDHRA PRADESH	VIJAYAWADA	AP17
23	ANDHRA PRADESH	VISAKHAPATNAM	AP18
24	ANDHRA PRADESH	VIZIANAGARAM	AP19
25	ANDHRA PRADESH	NARASARAO PET	AP20
26	ANDHRA PRADESH	PRODDATUR	AP21
27	ANDHRA PRADESH	SURAMPALEM	AP23
28	BIHAR	BHAGALPUR	BR02
29	BIHAR	DARBHANGA	BR04
30	BIHAR	GAYA	BR05
31	BIHAR	MUZAFFARPUR	BR06
32	BIHAR	PATNA	BR07
33	BIHAR	PURNEA	BR08
34	BIHAR	ARRAH	BR09
35	CHHATTISGARH	BHILAI NAGAR/DURG	CG01
36	CHHATTISGARH	BILASPUR (CHHATTISGARH)	CG02
37	CHHATTISGARH	RAIPUR	CG03
38	CHANDIGARH	CHANDIGARH/MOHALI	CH01
39	DAMAN & DIU	DAMAN	DD01
40	DAMAN & DIU	DIU	DD02
41	DELHI	DELHI/NEW DELHI	DL01
42	DADRA & NAGAR HAVELI	DADRA & NAGAR HAVELI	DN01
43	GUJARAT	AHMEDABAD/GANDHINAGAR	GJ01
44	GUJARAT	ANAND	GJ02
45	GUJARAT	BHAVNAGAR	GJ03
46	GUJARAT	JAMNAGAR	GJ06



47	GUJARAT	JUNAGADH	GJ07
48	GUJARAT	MEHSANA	GJ08
49	GUJARAT	RAJKOT	GJ10
50	GUJARAT	SURAT	GJ11
51	GUJARAT	VADODARA	GJ12
52	GUJARAT	VALSAD/VAPI	GJ13
53	GUJARAT	HIMATNAGAR	GJ14
54	GOA	PANAJI/MADGAON	GO01
55	HIMACHAL PRADESH	BILASPUR (HIMACHAL PRADESH)	HP01
56	HIMACHAL PRADESH	HAMIRPUR(HIMACHAL PRADESH)	HP03
57	HIMACHAL PRADESH	KANGRA/PALAMPUR	HP04
58	HIMACHAL PRADESH	SHIMLA	HP06
59	HIMACHAL PRADESH	SOLAN	HP07
60	HIMACHAL PRADESH	MANDI	HP08
61	HIMACHAL PRADESH	UNA	HP09
62	HIMACHAL PRADESH	KULLU	HP10
63	HARYANA	AMBALA	HR01
64	HARYANA	FARIDABAD	HR03
65	HARYANA	GURUGRAM	HR04
66	HARYANA	HISSAR	HR05
67	HARYANA	KARNAL	HR06
68	HARYANA	KURUKSHETRA	HR07
69	HARYANA	PANIPAT	HR08
70	HARYANA	SONIPAT	HR09
71	HARYANA	YAMUNA NAGAR	HR10
72	JHARKHAND	BOKARO STEEL CITY	JH01
73	JHARKHAND	DHANBAD	JH02
74	JHARKHAND	JAMSHEDPUR	JH03
75	JHARKHAND	RANCHI	JH04
76	JHARKHAND	HAZARIBAGH	JH05
77	JAMMU AND KASHMIR	BARAMULLA	JK01
78	JAMMU AND KASHMIR	JAMMU	JK02
79	JAMMU AND KASHMIR	SAMBA	JK03
80	JAMMU AND KASHMIR	SRINAGAR (J & K)	JK04
81	KARNATAKA	BELAGAVI(BELGAUM)	KK02
82	KARNATAKA	BELLARY	KK03
83	KARNATAKA	BENGALURU	KK04
84	KARNATAKA	BIDAR	KK05
85	KARNATAKA	DAVANAGERE	KK06
86	KARNATAKA	GULBARGA	KK08
87	KARNATAKA	HASSAN	KK09
88	KARNATAKA	DHARWAD/HUBBALLI(HUBLI)	KK10
89	KARNATAKA	MANGALURU(MANGALORE)	KK12
90	KARNATAKA	MYSURU(MYSORE)	KK14
91	KARNATAKA	SHIVAMOGA(SHIMOGA)	KK15
92	KARNATAKA	TUMAKURU	KK16
93	KARNATAKA	UDUPI/MANIPAL	KK17
94	KARNATAKA	MANDYA	KK18
95	KERALA	ALAPPUZHA/CHENGANNUR	KL01
96	KERALA	ERNAKULAM/ANGAMALY/MOOVATTUPUZHA	KL04
97	KERALA	IDUKKI	KL05
98	KERALA	KANNUR	KL07

99	KERALA	KASARAGOD	KL08
100	KERALA	KOLLAM	KL09
101	KERALA	KOTTAYAM	KL11
102	KERALA	KOZHIKODE	KL12
103	KERALA	MALAPPURAM	KL13
104	KERALA	PALAKKAD	KL15
105	KERALA	PATHANAMTHITTA	KL16
106	KERALA	THIRUVANANTHAPURAM	KL17
107	KERALA	THRISSUR	KL18
108	LAKSHADWEEP	KAVARATTI	LD01
109	LADAKH	LEH	LL01
110	MEGHALAYA	SHILLONG	MG01
111	MANIPUR	IMPHAL	MN01
112	MADHYA PRADESH	BALAGHAT	MP01
113	MADHYA PRADESH	BETUL	MP02
114	MADHYA PRADESH	BHOPAL	MP03
115	MADHYA PRADESH	CHHINDWARA	MP05
116	MADHYA PRADESH	GWALIOR	MP06
117	MADHYA PRADESH	INDORE	MP07
118	MADHYA PRADESH	JABALPUR	MP08
119	MADHYA PRADESH	REWA	MP11
120	MADHYA PRADESH	SAGAR	MP12
121	MADHYA PRADESH	SATNA	MP13
122	MADHYA PRADESH	UJJAIN	MP15
123	MAHARASHTRA	AHMEDNAGAR	MR01
124	MAHARASHTRA	AKOLA	MR02
125	MAHARASHTRA	AMRAVATI	MR03
126	MAHARASHTRA	AURANGABAD (MAHARASHTRA)	MR04
127	MAHARASHTRA	CHANDRAPUR	MR09
128	MAHARASHTRA	DHULE	MR10
129	MAHARASHTRA	JALGAON	MR13
130	MAHARASHTRA	KOLHAPUR	MR14
131	MAHARASHTRA	LATUR	MR15
132	MAHARASHTRA	MUMBAI/NAVI MUMBAI	MR16
133	MAHARASHTRA	NAGPUR	MR17
134	MAHARASHTRA	NANDED	MR18
135	MAHARASHTRA	NASHIK	MR19
136	MAHARASHTRA	PUNE	MR22
137	MAHARASHTRA	RAIGAD	MR23
138	MAHARASHTRA	RATNAGIRI	MR24
139	MAHARASHTRA	SANGLI	MR25
140	MAHARASHTRA	SATARA	MR26
141	MAHARASHTRA	SOLAPUR	MR27
142	MAHARASHTRA	THANE	MR28
143	MAHARASHTRA	WARDHA	MR29
144	MIZORAM	AIZAWL	MZ01
145	NAGALAND	DIMAPUR	NL01
146	NAGALAND	KOHIMA	NL02
147	ODISHA	BALASORE	OR02
148	ODISHA	BERHAMPUR-GANJAM	OR03
149	ODISHA	BHUBANESWAR	OR04
150	ODISHA	CUTTACK	OR05

151	ODISHA	DHENKANAL	OR06
152	ODISHA	ROURKELA	OR08
153	ODISHA	SAMBALPUR	OR09
154	PUNJAB	AMRITSAR	PB01
155	PUNJAB	BHATINDA	PB02
156	PUNJAB	JALANDHAR	PB04
157	PUNJAB	LUDHIANA	PB05
158	PUNJAB	PATHANKOT	PB07
159	PUNJAB	PATIALA/FATEHGARH SAHIB	PB08
160	PUNJAB	SANGRUR	PB11
161	PUDUCHERRY	PUDUCHERRY	PO01
162	RAJASTHAN	AJMER	RJ01
163	RAJASTHAN	ALWAR	RJ02
164	RAJASTHAN	BIKANER	RJ05
165	RAJASTHAN	JAIPUR	RJ06
166	RAJASTHAN	JODHPUR	RJ07
167	RAJASTHAN	KOTA	RJ08
168	RAJASTHAN	SIKAR	RJ09
169	RAJASTHAN	SRIGANGANAGAR	RJ10
170	RAJASTHAN	UDAIPUR	RJ11
171	SIKKIM	GANGTOK	SM01
172	TRIPURA	AGARTALA	TA01
173	TELANGANA	HYDERABAD/SECUNDERABAD/RANGA REDDY	TL01
174	TELANGANA	KARIMNAGAR	TL02
175	TELANGANA	KHAMMAM	TL03
176	TELANGANA	MAHBUBNAGAR	TL04
177	TELANGANA	NALGONDA	TL05
178	TELANGANA	WARANGAL	TL07
179	TAMIL NADU	CHENNAI	TN01
180	TAMIL NADU	COIMBATORE	TN02
181	TAMIL NADU	CUDDALORE	TN03
182	TAMIL NADU	KANCHIPURAM	TN05
183	TAMIL NADU	KANYAKUMARI/NAGERCOIL	TN06
184	TAMIL NADU	MADURAI	TN08
185	TAMIL NADU	NAMAKKAL	TN10
186	TAMIL NADU	SALEM	TN11
187	TAMIL NADU	THANJAVUR	TN12
188	TAMIL NADU	THOOTHUKUDI	TN13
189	TAMIL NADU	TIRUCHIRAPPALLI	TN14
190	TAMIL NADU	TIRUNELVELI	TN15
191	TAMIL NADU	TIRUVALLUR	TN16
192	TAMIL NADU	VELLORE	TN18
193	TAMIL NADU	VIRUDHUNAGAR	TN20
194	UTTARAKHAND	DEHRADUN	UK01
195	UTTARAKHAND	HALDWANI	UK02
196	UTTARAKHAND	HARIDWAR	UK03
197	UTTARAKHAND	NAINITAL	UK04
198	UTTARAKHAND	PANTNAGAR	UK05
199	UTTARAKHAND	ROORKEE	UK06
200	UTTAR PRADESH	AGRA	UP01
201	UTTAR PRADESH	ALIGARH	UP02
202	UTTAR PRADESH	ALLAHABAD	UP03

203	UTTAR PRADESH	BAREILLY	UP04
204	UTTAR PRADESH	FAIZABAD	UP06
205	UTTAR PRADESH	GHAZIABAD	UP07
206	UTTAR PRADESH	GORAKHPUR	UP08
207	UTTAR PRADESH	NOIDA/GREATER NOIDA	UP09
208	UTTAR PRADESH	JHANSI	UP10
209	UTTAR PRADESH	KANPUR	UP11
210	UTTAR PRADESH	LUCKNOW	UP12
211	UTTAR PRADESH	MATHURA	UP13
212	UTTAR PRADESH	MEERUT	UP14
213	UTTAR PRADESH	MORADABAD	UP15
214	UTTAR PRADESH	MUZAFFARNAGAR	UP16
215	UTTAR PRADESH	SITAPUR	UP17
216	UTTAR PRADESH	VARANASI	UP18
217	WEST BENGAL	ASANSOL	WB01
218	WEST BENGAL	BURDWAN(BARDHAMAN)	WB02
219	WEST BENGAL	DURGAPUR	WB04
220	WEST BENGAL	HOOGHLY	WB06
221	WEST BENGAL	HOWRAH	WB07
222	WEST BENGAL	KALYANI	WB08
223	WEST BENGAL	KOLKATA	WB10
224	WEST BENGAL	SILIGURI	WB11

**List of STATES/ UNION TERRITORIES and their Codes**

<b>Name of State/UT (In Alphabetical order)</b>	<b>Code</b>
ANDAMAN & NICOBAR ISLANDS	01
ANDHRA PRADESH	02
ARUNACHAL PRADESH	03
ASSAM	04
BIHAR	05
CHANDIGARH	06
CHHATTISGARH	07
DADRA & NAGAR HAVELI	08
DAMAN & DIU	09
DELHI/NEW DELHI	10
GOA	11
GUJARAT	12
HARYANA	13
HIMACHAL PRADESH	14
JAMMU & KASHMIR	15
JHARKHAND	16
KARNATAKA	17
KERALA	18
LADAKH	19
LAKSHADWEEP	20
MADHYA PRADESH	21
MAHARASHTRA	22
MANIPUR	23
MEGHALAYA	24
MIZORAM	25
NAGALAND	26
ODISHA	27
PUDUCHERRY	28
PUNJAB	29
RAJASTHAN	30
SIKKIM	31
TAMIL NADU	32
TELANGANA	33
TRIPURA	34
UTTAR PRADESH	35
UTTARAKHAND	36
WEST BENGAL	37

**List of CSIR-UGC NET Subjects and their Codes**

The Syllabus & Scheme of Examination may be seen at CSIR HRDG website: [www.csirhrdg.res.in](http://www.csirhrdg.res.in).

National Testing Agency will not provide the copy of syllabus to individual candidates.

The Test will be held in the subjects mentioned below:

Subject Code	Subjects of the Test
701	Chemical Sciences
702	Earth, Atmospheric, Ocean and Planetary Sciences
703	Life Sciences
704	Mathematical Sciences
705	Physical Sciences

### Charges & Goods and Service Taxes (GST) and Procedure for Payment of Fee

#### Mode of Payment of Fee and Service/Processing charges & GST

After completing Step-3 of Online Application Form, candidates may remit the examination fee (Step -4) by choosing the following options:

(i) **Debit Card/ Credit card, Net Banking/UPI/ PAYTM:**

- Check the validity of the Debit/ Credit Card and keep it ready with you while logging on to website for submitting application form. Candidate should enter the information asked for and make payment through Debit/ Credit Card.
- Through Net Banking, check the balance in your account and keep all credentials ready with you while logging on to website for submitting application form. Candidate should Login with his/her credentials of net banking and make payment through Net Banking.
- Through UPI service
- Through PAYTM service.

**Please select any Mode of Payment/Service Provider (Service/Processing charges per transaction & GST (applicable @ 18 %) to be paid by the candidate):**

S.No.	Mode of Payment	ICICI BANK		HDFC BANK		SYNDICATE BANK		STATE BANK OF INDIA		PAYTM		
1	Net Banking	ICICI	NIL Charge	HDFC	NIL Charge	Syndicate Bank	NIL Charge	SBI	Rs 5.00+GST	Rs 4 +GST		
		Other Banks	4.00 + GST	Other Banks	4.00 + GST	Other Banks	5.00 + GST	Other Banks				
2	All Debit Cards	ICICI or Other Banks	Transaction upto Rs 2000/-	0 %	HDFC or Other Banks	Nil Charge	Syndicate Bank or Other Banks	Nil Charge	Nil	Transaction upto Rs 2000/-	0 %	
			Transaction above Rs 2000/-	0.5 % + GST						Transaction above Rs 2000/-	0.8 % + GST	
3	Credit Cards	Domestic	0.40% of Transaction value		Domestic	0.40 % of Fee + GST	Domestic	0.40 % of Fee + GST	Domestic	0.80% of Fee+ GST (Minimum Rs 11/-)	Domestic	0.4%+GST
		International	2.35% of Transaction value		International	2.35 % OF Fee+ GST	International	2.35 % of Fee+ GST	International	3.50% of Fee+ GST (Minimum Rs 11/-)	International	1.5%+GST
4	Unified Payment Interface (UPI)	ICICI or other banks	Transaction upto Rs 2000/-	0 %						Transaction upto Rs 2000/-	0 %	
			Transaction above Rs 2000/-	5.0 % + GST						Transaction above Rs 2000/-	0.65 % + GST	
		PAY USING ICICI		PAY USING HDFC		PAY USING SYNDICATE		PAY USING SBI		PAY USING PAYTM		

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

- (i) If the fee is paid through credit/debit/Net Banking/PAYTM/UPI 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.

- (ii) For cancelled transactions, the amount will, automatically, be refunded by the concerned Bank to concerned credit/debit card. The candidate has to pursue with the concerned bank for refund.

**Helpdesk: For any transaction related queries/ inquiry, please contact at:**

**(a) If Paying using SBI Bank:**

Level	Name	Email ID	Contact Number
1	Helpdesk	<a href="mailto:Dgmcs.cc@sbi.co.in">Dgmcs.cc@sbi.co.in</a>	18004253800
2	Helpdesk	<a href="mailto:Sbi.05222@sbi.co.in">Sbi.05222@sbi.co.in</a>	08026599990
3	Customer Care	<a href="mailto:agmcustomer.lhodel@sbi.co.in">agmcustomer.lhodel@sbi.co.in</a>	1800112211
4	Through SMS	<a href="#">UNHAPPY (add text)</a>	8008202020

**(b) If Paying using Syndicate Bank:**

Level	Name	Email ID	Contact Number
1	Helpdesk	<a href="mailto:pgsupport@billdesk.com">pgsupport@billdesk.com</a>	01202400850/1 9971262371
2	Complaint Management Services	<a href="mailto:ro.noida@syndicatebank.co.in">ro.noida@syndicatebank.co.in</a>	01202400850/1
3	Customer Care	<a href="mailto:ro.noida@syndicatebank.co.in">ro.noida@syndicatebank.co.in</a>	9971262371
4	Through SMS	<a href="mailto:ro.noida@syndicatebank.co.in">ro.noida@syndicatebank.co.in</a>	01202400850/1

**(c) If Paying using HDFC Bank:**

Level	Name	Email ID	Contact Number
1	Helpdesk	<a href="mailto:khushboo.kuma@icicibank.com">khushboo.kuma@icicibank.com</a>	+91-7042697803
2	Ms. Khushboo Kumari	<a href="mailto:khushboo.kuma@icicibank.com">khushboo.kuma@icicibank.com</a>	+91-7042697803
3	Customer Care	<a href="mailto:customercare@icicibank.com">customercare@icicibank.com</a>	01133667777 / 01144455000
4	Through SMS	<a href="mailto:customercare@icicibank.com">customercare@icicibank.com</a>	+91-7042697803

**(d) If Paying using ICICI Bank:**

Level	Name	Email ID	Contact Number
1	Aiysha Khatun	<a href="mailto:support.nta@ingenico.com">support.nta@ingenico.com</a>	01204728426
2	Karan Sinha	<a href="mailto:karan.sinha@icicibank.com">karan.sinha@icicibank.com</a>	8826107923
3	Jai Sethi	<a href="mailto:jai.sethi@icicibank.com">jai.sethi@icicibank.com</a>	9013799596

**(e) If Paying using PAYTM:**

Level	Name	Email ID	Contact Number
1	Education Payment Support	<a href="mailto:education.support@paytm.com">education.support@paytm.com</a>	0120-4789521
2	Manasvi Haseeja	<a href="mailto:education.support@paytm.com">education.support@paytm.com</a>	0120-4789522
3	Ambreen Fatma	<a href="mailto:education.support@paytm.com">education.support@paytm.com</a>	



### COMMON SERVICES CENTRES/FACILITATION CENTRES

Candidates who are not well conversant to submit the online application due to various constraints, can use the services of Common Services Centre, Ministry of Electronics and Information Technology, Government of India under the Digital India initiatives of Hon'ble Prime Minister. The Common Services Centre (CSC) scheme is a part of the ambitious national e-Governance Plan (NeGP) of Government of India and is managed at each village panchayat level by a Village level Entrepreneur (VLE)

There are more than 1.5 lakhs Common Services Centres (CSC) across the country which will provide the desired support to candidates from urban as well as rural areas in online submission of application form and payment of fee through e-wallet. The list of the Common Services Centre is available on website: [www.csc.gov.in](http://www.csc.gov.in).

**The Common Services Centre will be providing following services on the rates indicated against each:**

S.No.	Services	Service Charges per transaction (GST applicable @ 18%)
1	Preparing e-mail, Submission of Application form & Printout till Fee Payment (Including uploading of Scanned Images )	Rs 25/-+GST
2	Uploading of Scanned Images only	Rs 10/-+GST
3	On line payment of Fee	Rs 0.5% of Fee +GST
4	Downloading of Admit Card/ OMR Answer Sheet/ Answer Key	Rs 10+GST
5	Online claim for Responses/ Answer Key	Rs 25+GST
6	Printout per page	Rs 5+GST

**Note :** To know nearest Common Services Centre, please open link - <http://gis.csc.gov.in/locator/csc.aspx>

## Replica of Application Form



CSIR - UGC NET DECEMBER 2019



Home

### NEW CANDIDATE REGISTRATION

Steps to apply online

- Apply for Online Registration
- Fill Online Application Form
- Upload Scanned Photo & Signature
- Pay Examination Fee

Application Form : CSIR - UGC NET DECEMBER 2019 ▾

[REGISTRATION](#)

### ONLY REGISTERED CANDIDATES SIGN IN

Application Form : CSIR - UGC NET DECEMBER 2019 ▾

Application No :

Password :

Enter Security Pin :

Security Pin : C98115

[SIGN IN](#)

[Forgot Password ?](#)
                         
 [Forgot Application No ?](#)

Disclaimer: This site is designed and hosted by NIC eCounselling division and the contents are provided by NTA. For any further information, please contact to NTA. (Ver 1.0.136.2.0)

Registration

Application Form

Image Upload

Fee Payment

Instructions and Procedure for online submission of Application Form

[Download Information Bulletin](#)

1. Please read the instructions, procedure and Information Bulletin carefully before you start filling the Application Form.
2. Candidate can apply 'ON-LINE' only through official website <https://csirnet.nta.nic.in>.
3. Please ensure your eligibility as per the criteria laid down for CSIR-UGC NET.

4. Examination Fees

EXAMINATION FEE DETAIL		
Category		Fee Amount
General/EWS		Rs. 1000/-
OBC(NCL)		Rs. 500/-
SC/ST/PwD		Rs. 250/-
Processing charges and Goods & Service Taxes (GST) are to be paid by the candidate, as applicable.		

5. The fee may be submitted through Net Banking/Debit Card/Credit Card/UPI/Paytm Services.

6. Application Procedure: Steps to be followed to apply online

- Step 1: Register for Online Application Form** and note down system generated **Application Number**. The candidate should supply all the details while filling the Online Application Form and is also required to create **PASSWORD** and choose Security Question and enter his/her Answer. After successful submission of the personal details, Application number will be generated and it will be used to complete the remaining Steps of the Application Form and will also be required for all future correspondence.
- Step 2: Complete the Application Form** Candidate can login with the system generated Application Number and created Password for completing the Application Form.
- Step 3: Upload Scanned Images of Candidate Photograph and Candidate Signature :**
1. The recent photograph should be coloured or black/white (but clear contrast).
  2. Scanned photograph and signature should be in JPG/JPEG format.
  3. Size of scanned photograph should be between 10 kb to 200 kb.
  4. Size of scanned signature should be between 4 kb to 30 kb.

**Note :** Upload the correct Photograph and Signature as the facility for correction will not be given.

**Step 4: Pay Examination Fee by Net Banking/Debit Card/Credit Card/UPI/Paytm Services :**

The candidate has to select Net banking/Debit card/Credit card/UPI/Paytm Services option to pay the application fee and follow the online instruction to complete the payment of fee. After successful payment, candidate will be able to print the Confirmation Page. In case the Confirmation Page is not generated after payment of fee then the transaction is cancelled and the candidates have to approach the concerned bank for refund of amount. However the candidate has to make another payment/transaction, in case the Confirmation Page is not generated.

**THESE STEPS CAN BE DONE TOGETHER AND SEPARATELY ALSO.**

7. Important Instruction about PASSWORD

1. During online form filling, candidate will be required to choose PASSWORD and Security Question and its Answer. Candidate is advised to record/remember their password for all future logins.
2. For subsequent logins, candidate will be able to login directly with their respective system generated Application Number and the chosen Password.
3. Candidate is advised not to disclose or share their password with anybody. Neither NTA nor NIC will be responsible for violation or misuse of the password of a candidate.
4. Candidate can change his/her passwords after login, if desired.
5. Candidate should remember to log out at the end of their session so that the particulars of the candidate cannot be tampered or modified by unauthorized persons.

**The Password must be as per the following Password policy.**

1. Password must be 8 to 13 character long.
2. Password must have at least one Upper case alphabet.
3. Password must have at least one Lower case alphabet.
4. Password must have at least one numeric value.
5. Password must have at least one special characters eg. !@#%&^\*~.

8. How to reset your Password : The following options are available to reset Password

1. Using Security Question & its Answer you chosen during Form filling .
2. Using a verification code sent via text message (SMS) to your Registered Mobile No.
3. Using a reset link sent via Email to your Registered Email address.

9. The Application Number printed on the computer generated Confirmation Page must be mentioned in all such correspondences. It is therefore essential to note down the application number printed on the Confirmation Page.

10. Only one application is to be submitted by a candidate. More than one application i.e. Multiple application forms submitted by a candidate will be rejected.

I have downloaded Information Bulletin, read and understood all the instructions. ✓

[Click here to Proceed](#)

Home

### Registration Form

#### Personal Details

Candidate's Name : JOHN  
 Mother's Name : HENRY  
 Identity Type : Driving License  
 Enter Driving License Number: D154213A  
 Father's Name : MATHEW  
 Date of Birth: 27 March (03) 1990  
 Gender : Male

#### Contact Details

Address: HOUSING COLONY  
 City/Town/Village: DELHI  
 District: CENTRAL DELHI  
 Email Address: csirnet@nta.ac.in  
 Land Line No. with STD code or any other Contact No. (Optional):  
 Locality(Optional): SECTOR IV  
 State /UT: DELHI  
 Pin Code: 110001  
 Mobile Number (+91): 8076834317

#### Choose Password

Password: \*\*\*\*\*  
 Security Question: Which is your favourite book  
 Confirm Password: \*\*\*\*\*  
 Security Answer: \*\*\*\*\*

#### Security Pin

Enter security pin (case sensitive) : 6MN774  
 Security Pin : 6MN774

SUBMIT

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Home

### Review Page - Online Registration Form

Review the following particulars carefully. If you would like to change any particulars entered, you may do so by pressing 'EDIT REGISTRATION FORM' button or press 'FINAL SUBMIT' button for final submission.

#### Personal Details

Candidate's Name: JOHN  
 Mother's Name: HENRY  
 Identity Type: Driving License  
 Driving License: D154213A  
 Father's Name: MATHEW  
 Date of Birth: 27-03-1990  
 Gender: Male

#### Contact Details

Address: HOUSING COLONY  
 City/Town/Village: DELHI  
 District: CENTRAL DELHI  
 Email Address: csirnet@nta.ac.in  
 Land Line No. with STD code or any other Contact No.(Optional):  
 Locality(Optional): SECTOR IV  
 State /UT: DELHI  
 Pin Code: 110001  
 Mobile Number (+91): 8076834317

#### Account Details

Security Question: Which is your favourite book?  
 Security Answer: (Not shown due to security reasons)  
 Password: (Not shown due to security reasons)

#### Particulars checklist to be verified

Kindly verify all the particulars listed below carefully. Once submitted Registration Form finally, changes can not be made.

- My Name  Date of Birth  Father Name  Mother Name  Gender  Address  
 Mobile Number  Email ID

#### Declaration

I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission/candidature. I have read the information bulletin and understood all the procedures. In case I furnish any false information, my result will not be declared/ my candidature will automatically stand cancelled. I shall abide by terms and conditions therein.

I Agree

EDIT REGISTRATION FORM

FINAL SUBMIT

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Welcome: JOHN Application No: 19162000032

Registration  Application Form  Upload Image  Fee Payment

**Application Progress Status**

Step 1 View Registration Form

Step 2 Complete Application Form

Step 3 Upload Images

Step 4 Pay Examination Fee

**Verify Mobile No. & Email Id**

Verify Mobile Number

Verify Email Id

**Application Status**

Registration Form	Complete
Application Form	Incomplete
Image Upload	Incomplete
Application Fee Payment	Incomplete

You have completed **Registration Form**. Please note down the Application Number for future references.

**Application Number: 19162000032**

Fill the Application Form by clicking on button as shown below.

[Complete Application Form](#)

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Welcome: JOHN Application No: 19162000032

Registration  Application Form  Upload Image  Fee Payment

**Personal Details**

Candidate's Name: JOHN

Date of Birth: 27 / 03 / 1990

Gender: Female

Are you Single Girl Child in your family without brother or sister?: Yes

Father's Name: MATHEW

Mother's Name: HENRY

Nationality: Indian

Category: Gen-EWS

If you are a PwD Candidate, do you have benchmark disability (40% or more / "Severe" where percentage is not defined)?: Yes

Type of Disability: (ii) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy

Do you need scribe (as the criteria given in the Information Bulletin)?: No- I do not need scribe

Are You Diabetic?: Yes

Do you belong to Minority Community?: Yes

Name of Minority Community: Christians

**Apply For**

Apply For: Applied for Lectureship (LS)/Assistant Professor

Subject Opted for NET: Chemical Sciences

Specialization: Organic Chemistry

1st Choice for Exam City: CHHATTISGARH BILASPUR (CHHATTISGARH)

2nd Choice for Exam City: HIMACHAL PRADESH BILASPUR (HIMACHAL PRADESH)

3rd Choice for Exam City: MAHARASHTRA AURANGABAD (MAHARASHTRA)

4th Choice for Exam City: BIHAR BHAGALPUR

Medium of Question paper: English

Education Details

Qualification	Pass Status	Course/Stream Name	Examination From	Board/University Name	Year of Passing/appearing	Result Mode	Marks Detail	RollNo/Enroll No.	Instit Name/Addr
Graduate	Passed	B.Tech	India	Adesh University, NH -7, Bamala Road, Bathinda, Punjab. (Private University)	2015	Percentage	Obtained Marks : 1150 Total Marks : 1200 Marks (%) : 95.83	12345	WC
Post Graduate.	Passed	MS-Phd.	India	Adamas University, Barasat, Barrackpore Road, Barbenia, PO Jagannathpur, PS Barasat, Kolkata - 700126, West Bengal. (Private University)	2017	Percentage	Obtained Marks : 1120 Total Marks : 1200 Marks (%) : 93.33	123456	WC

Specialization Detail

Specialization, if Any : ORGANIC CHEMISTRY

Security Pin

Enter security pin (case sensitive) : PL5589

Security Pin : PL5589

SUBMIT

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CSIR - UGC NET DECEMBER 2019



Home Change Password Register Query Logout

Welcome JOHN

Application No 191620000032

Review Page - Online Application Form

Review the following particulars carefully. If you would like to change any particulars entered, you may do so by pressing 'EDIT APPLICATION FORM DATA' button or press 'FINAL SUBMIT' button for final submission.

Personal Details

Candidate's Name: JOHN  
Date of Birth: 27-03-1990  
Gender: Female  
Father's Name: HATHEW

Are you Single Girl Child in your family?

If you are a PwD Candidate, do you have benchmark disability (40% or more / 'Severe' when compared with normal persons, acid attack victims and muscular dystrophy)?

Do you need scribe (as the criteria given in the Information Bulletin)? No - I do not need scribe

Are You Diabetic? Yes

Do you belong to Minority Community? Yes

Name of Minority Community : Christians

Nationality : Indian

Apply For

Apply For: Applied for Lectureship (LS)/Assistant Professor

Subject Opted for NET: Chemical Sciences

Specialization: Organic Chemistry

1st Choice for Exam City: BILASPUR (CHHATTISGARH) (CHHATTISGARH)

2nd Choice for Exam City: BILASPUR (BIHARACHAL PRADESH) (BIHARACHAL PRADESH)

3rd Choice for Exam City: AURANGABAD (MAHARASHTRA) (MAHARASHTRA)

4th Choice for Exam City: BHAGALPUR (BIHAR)

Medium of Question paper: English

Education Details

Qualification	Pass Status	Course/Stream Name	Examination From	Board/University Name	Year of Passing/appearing	Result Mode	Marks Detail	RollNo/Enroll No.	Institute Name & Address	Institute Pincode
Graduate	Passed	B.Tech	India	Adesh University, NH -7, Bamala Road, Bathinda, Punjab. (Private University)	2015	Percentage	Obtained Marks : 1150 Total Marks : 1200 Marks (%) : 95.83	12345	WC INSTITUTE	741111
Post Graduate.	Passed	MS-Phd.	India	Adamas University, Barasat, Barrackpore Road, Barbenia, PO Jagannathpur, PS Barasat, Kolkata - 700126, West Bengal. (Private University)	2017	Percentage	Obtained Marks : 1120 Total Marks : 1200 Marks (%) : 93.33	123456	WC INSTITUTE	741111

Confirm !!

Do you wish to submit Application Form finally ?

YES

NO

Specialization Detail

Particulars checked to be verified

Kindly verify all the particulars listed below carefully. Once submitted Application Form finally, changes can not be made.

My Name  Father Name  Mother Name  Date of Birth  Gender  Category  
 Person with Disability (PwD)  Examination Cities  Educational Details  Applied for  Subject Applied For

Declaration

I hereby declare that all the particulars given by me in this form are true to the best of my knowledge and belief and any mistake / misinformation, detected at the time of admission or at any stage in future, will result in the cancellation of admission/candidature. I have read the information bulletin and understood all the procedures. In case I furnish any false information, my result will not be declared/ my candidature will automatically stand cancelled. I shall abide by terms and conditions therein.

I Agree

EDIT APPLICATION FORM DATA

FINAL SUBMIT

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Welcome : JOHN Application No : 19162000032

Registration  Application Form  Upload Image  Fee Payment

**Application Progress Status**

Step 1 View Registration Form  
Step 2 View Application Form  
Step 3 Upload Images  
Step 4 Pay Examination Fee

**Verify Mobile No. & Email Id**

Verify Mobile Number  
Verify Email Id

Application Status	
Registration Form	Complete
Application Form	Complete
Image Upload	Incomplete
Application Fee Payment	Incomplete

**You have completed step 2 of Online Application Form.**

If you want to edit filled Application Form then click 'Edit Application Form' button shown below. Otherwise proceed for uploading of scanned images by clicking 'Upload Images' button to complete step 3.

**Application Number: 19162000032**

Edit Application Form Upload Images

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Welcome : JOHN Application No : 19162000032

Registration  Application Form  Upload Image  Fee Payment

**Upload Scanned Files**

Please upload the following Scanned Files carefully in JPG format only.

1. Photograph: Size must be between 10KB to 200KB.  
2. Signature: Size must be between 4KB to 30KB.

S.N	Type of File	Preview	Display
1	Photograph	Choose File PHOTO.JPG	
2	Signature	Choose File SIGN.JPG	

**Security Pin**

Enter Security Pin (case sensitive) : L30E86  
Security Pin : L30E86

I have verified Uploaded Images carefully

UPLOAD

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Welcome: JOHN

Application No : 191620000032

Registration Application Form Upload Image Fee Payment

Upload Scanned Files

Please upload the following Scanned Files carefully in JPG format only.

1. Photograph: Size must be between 10KB to 200KB.
2. Signature: Size must be between 4KB to 30KB.

S.N	Type of File	Preview	Display
1	Photograph	Choose File PH... 	
2	Signature	Choose File SIGN.JPG 	

**Confirm !!**  
Do you wish to Upload Images finally ?  
YES NO

Security Pin

Enter Security Pin (case sensitive) : WBJ189

Security Pin : L30E86

I have verified Uploaded Images carefully

UPLOAD

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Welcome: JOHN

Application No : 191620000032

Registration Application Form Upload Image Fee Payment

Application Progress Status

- Step 1 View Registration Form
- Step 2 View Application Form
- Step 3 View Uploaded Images
- Step 4 Pay Examination Fee

Verify Mobile No. & Email Id

- Verify Mobile Number
- Verify Email Id

Application Status

Registration Form	Complete
Application Form	Complete
Image Upload	Complete
Application Fee Payment	Incomplete

You have completed step 3 of Application Form for CSIR - UGC NET DECEMBER 2019. The processing of application form will be completed only after the payment of fee. After payment of Fee, you will not be able to edit the filled Application Form data.

**You are required to pay the fee Rs. 250/- .**

**Application Number: 191620000032**

Edit Application Form

Edit Uploaded Images

Pay Examination Fee Rs. 250 /-

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Welcome : JOHN Application No : 191620000032

Registration Application Form Upload Image Fee Payment

Mode of Payment

**Activity : Examination Fee Payment**

Select Mode of Payment

Online Payment

PROCEED FOR PAYMENT

**Note:** Fee can be deposited through Debit/Credit Card/Net Banking/UPI/Paytm Services

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CSIR - UGC NET  
DECEMBER 2019

CANDIDATE DETAILS

Candidate Name	JOHN	Fee Amount	250/-
Application Number	191620000032	Customer Id	19162000003201001
Date of Birth	27-03-1990		

EXAMINATION FEE COLLECTION

Select Payment Provider :

SBI MOPS (Debit Card/Credit Card/UPI/Net Banking of any bank)

ICICI Bank Payment Gateway (Debit Card/Credit Card/UPI/Net Banking of any bank)

HDFC Bank Payment Gateway (Debit Card/Credit Card/UPI/Net Banking of any bank)

Paytm Payment Gateway (Debit Card/UPI/Net Banking/Credit Card/Paytm Wallet)

PROCEED FOR PAYMENT

Click here to [Cancel](#) this Transaction.

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SELECT AN OPTION TO PAY



Pay easily using your saved payment methods

Mobile number registered with Paytm

Proceed

- Debit Card
- Credit Card
- BHIM UPI
- Net Banking

100% Secure Payments Powered by Paytm



## Query Redressal System in Candidate's Login



CSIR - UGC NET DECEMBER 2019



Home Change Password Register Query Logout

Welcome: JOHN Application No: 191620000032

### Query Redressal System

New Query Query Status

Query Type: --Select--

Query Description:

Attachment:(optional):

- Select--
- Request for Exam City Change after display of Admit Card
- Mistake in Identification Type / Name/Mother Name/Father Name/DoB / State of Residence / Category / PwD
- Change of Subject / Course / Paper
- Not able to upload Photograph / Signature
- Wrong Photograph / Signature uploaded
- Correspondence / Distance education eligibility issue
- One year PG Diploma eligibility Issue
- Double / Multiple payment issue
- Fee paid but not updated / Confirmation page not downloaded
- Verification of Email Id and Mobile No.
- Exam date clash with some other State / Central Examinations
- Subject / Course / Paper not found in Subject / Course / Paper list
- Multiple / Duplicate Application form
- Photograph / Signature rejected by Admin
- Server Error / Server are temporarily out of service
- Other

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CSIR - UGC NET DECEMBER 2019



Home Change Password Register Query Logout

Welcome: JOHN Application No: 191620000032

### Query Redressal System

New Query Query Status

Query Type: --Select--

Query Description:

Attachment:(optional):

Please enter all mandatory details and important information required to resolve your issue.

Choose File No file chosen

Request to attach relevant screen-shots to avoid delay in response either in PDF or JPG format.

SUBMIT RESET

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### Computer Based Test (CBT)

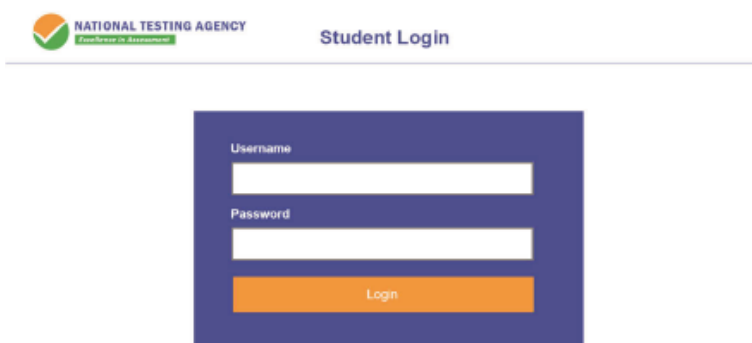
The major examinations being conducted by NTA will be Computer Based Test (CBT). A CBT requires candidates to sit in front of a computer terminal (node) allocated to them against their Roll number and Admit card. After logging the candidate will get detailed instructions for the examinations. At the designated time of start of examination, the candidates will be able to proceed and see the questions on the computer screen using the computer mouse. Candidates will have the option to change / modify/ edit / answers already entered any time during the examination.

#### Procedure for appearing in Computer Based Test (CBT):

(Sample/mock test will be available on NTA website: [www.nta.ac.in](http://www.nta.ac.in) for hands on practice)

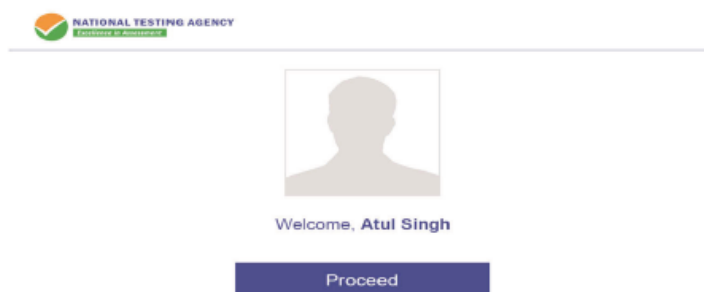
- A computer terminal (node) indicating roll number will be allocated to each candidate. Candidates should find and sit on their allocated computers only. Any candidate found to have changed room/hall or the computer on their own other than the one allotted would lead to cancellation of candidature and no plea in this regard would be entertained.
- For login, the candidate will have to enter **login-ID and password**. The computer terminal allotted to the candidate will display WELCOME login screen, Candidate's photograph and NET subject opted by the candidate.

#### Candidate Login Page



The screenshot shows the 'Student Login' page of the National Testing Agency. It includes the NTA logo and the text 'NATIONAL TESTING AGENCY' and 'Confidence in Assessment'. The main heading is 'Student Login'. Below this is a login form with two input fields: 'Username' and 'Password', and an orange 'Login' button.

#### Candidate Welcome Screen



The screenshot shows the 'Candidate Welcome Screen' of the National Testing Agency. It includes the NTA logo and the text 'NATIONAL TESTING AGENCY' and 'Confidence in Assessment'. The main heading is 'Welcome, Atul Singh'. Below this is a placeholder for a profile picture and a blue 'Proceed' button.

- After login, the candidate shall be able to see the detailed instructions for the examination. Candidates are advised to go through the instructions carefully regarding the type of questions and marking scheme. At the designated time of start of the examination, the candidates will be able to proceed and see the questions on the computer screen.

#### General Instruction Page

View in : English ▾

Please read the instructions carefully

**General Instructions:**

- Total duration of examination is 60 minutes.
- The clock will be set at the server. The countdown timer in the top right corner of screen will display the remaining time available for you to complete the examination. When the timer reaches zero, the examination will end by itself. You will not be required to end or submit your examination.
- The Question Palette displayed on the right side of screen will show the status of each question using one of the following symbols:
  - You have not visited the question yet.
  - You have not answered the question.
  - You have answered the question.
  - You have NOT answered the question, but have marked the question for review.
  - The question(s) "Answered and Marked for Review" will be considered for evaluation.

The Marked for Review status for a question simply indicates that you would like to look at that question again.
- You can click on the ">" arrow which appears to the left of question palette to collapse the question palette thereby maximizing the question window. To view the question palette again, you can click on "<" which appears on the right side of question window.
- You can click on your "Profile" image on top right corner of your screen to change the language during the exam for entire question paper. On clicking of Profile image you will get a drop-down to change the question content to the desired language.
- You can click on to navigate to the bottom and to navigate to the top of the question area, without scrolling.

**Navigating to a Question:**

- To answer a question, do the following:
  - Click on the question number in the Question Palette at the right of your screen to go to that numbered question directly. Note that using this option does NOT save your answer to the current question.
  - Click on **Save & Next** to save your answer for the current question and then go to the next question.
  - Click on **Mark for Review & Next** to save your answer for the current question, mark it for review, and then go to the next question.

**Answering a Question :**

- Procedure for answering a multiple choice type question:
  - To select your answer, click on the button of one of the options
  - To deselect your chosen answer, click on the button of the chosen option again or click on the **Clear Response** button
  - To change your chosen answer, click on the button of another option
  - To save your answer, you MUST click on the **Save & Next** button
  - To mark the question for review, click on the **Mark for Review & Next** button.
- To change your answer to a question that has already been answered, first select that question for answering and then follow the procedure for answering that type of question.

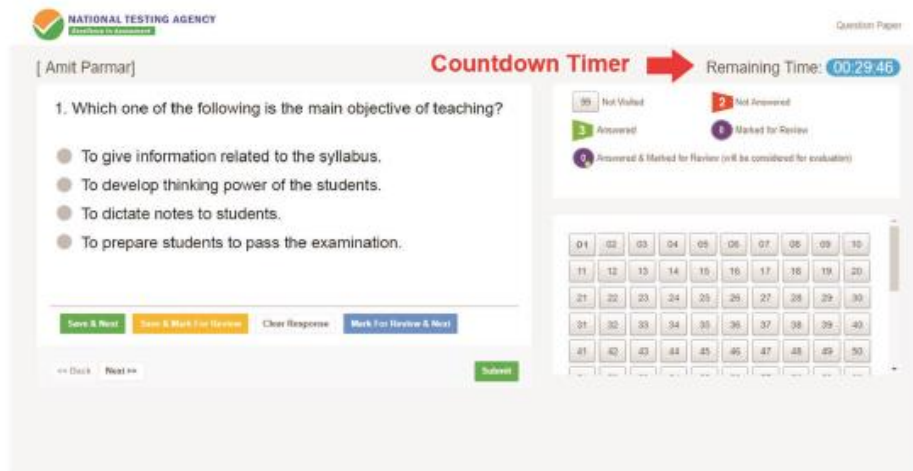
**Navigating through sections:**

- Sections in this question paper are displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section you are currently viewing is highlighted.
- After clicking the **Save & Next** button on the last question for a section, you will automatically be taken to the first question of the next section.
- You can shuffle between sections and questions anytime during the examination as per your convenience only during the time stipulated.
- Candidate can view the corresponding section summary as part of the legend that appears in every section above the question palette

The keyboard attached to the computer, if any, will be disabled during the entire duration of the examination. Depending on the type of question, the answers to questions can either be entered by clicking on the virtual on-screen keyboard (numeric or otherwise) using the computer mouse or by clicking the chosen option(s) using the computer mouse. Candidates will have the option to change/modify answers already entered anytime during the entire duration of the examination.

In case the computer/mouse allotted to any candidate malfunctions anytime during the test, he/she will be immediately allotted another computer system and the time lost due to this will be adjusted in the server so as to give the candidate the full allotted time.

The on-screen computer clock counter of every candidate will be set at the server. The countdown timer in the top right side of computer screen will display the time remaining (in minutes) available for the candidate to complete the examination. When the timer reaches zero, the examination will end by itself. Candidate will not be required to end or submit the examination.



- (d) The Question Palette displayed on the right side of screen will show the status of each question using one of the following symbols:



The question(s) “Answered and Marked for Review” status for a question indicates that candidate would like to have a relook at that question again. A candidate has the option of answering a question and simultaneously “Marked for Review”, these answers will be considered for evaluation. However, if a candidate has simply put “Marked for Review” for a question without answering it, the corresponding question marked for review without an answer will not be considered for evaluation. It may be noted that a candidate can return to any “Marked for Review” question any time during the examination by clicking on the corresponding question number icon displayed on the Question Palette of the corresponding section.

- (e) Candidate can click on the “>” arrow which appears to the left of question palette to collapse the question palette thereby maximizing the question viewing window. To view the question palette again, candidate can click on “<” which appears on the right side of question window.
- (f) Candidate can click on to navigate to the bottom and to navigate to the top of the question area, without scrolling. Using the computer mouse the candidate can scroll up and down the question viewing area for viewing the entire question.
- (g) The full paper can be viewed by clicking the “Question Paper” icon on the top right corner of the screen.
- (h) Blank Sheets for doing rough work/calculations shall be provided to the candidates. The Blanks Sheets would have a Header page for the candidates to write down his/her Name and Roll Number. All calculations/writing work are to be done only in the Blank Sheets provided at the centre in the examination Room/Hall and on completion of the test candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.
- (i) Navigating to a Question To navigate between questions within a Paper, candidate needs to do the following:
  - (a) Click on the question number in the Question Palette at the right of the screen to go to that numbered question directly. Note that using this option does NOT save the answer to the currently displayed question.

- (b) Click on “Save & Next” to save the answer of any question. Clicking on “Save & Next” will save the answer for the current question and the next question will be displayed on the candidate’s computer screen.
- (c) Click on “Mark for Review & Next” to mark a question for review (without answering it) and proceed to the next question.



(j) Answering a Question

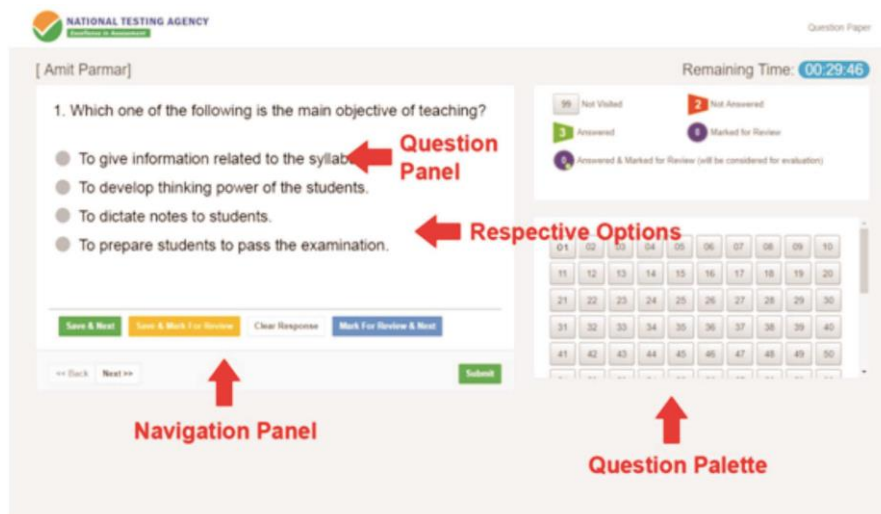
To navigate between questions within a Paper, candidate needs to do the following:

(i) Procedure for answering a multiple choice type question:

- (a) To select the option(s), click on the corresponding button(s) of the option(s).
- (b) To deselect the chosen answer, click on the button of the chosen option again or click on the “Clear Response” button.
- (c) To save the answer, the candidate MUST click on the “Save & Next” button.
- (d) To mark the question for review (without answering it), click on the “Mark for Review & Next” button.

(k) Navigating through sections:

- (i) Sections in the question paper are displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section in which candidate is currently viewing will be highlighted.
- (ii) After clicking the “Save & Next” button on the last question for a section, candidate will automatically be taken to the first question of the next section.
- (iii) Candidate can shuffle between sections and questions within sections anytime during the examination as per the convenience only during the time stipulated.
- (iv) Candidate can view the corresponding section summary as part of the legend that appears in every section above the question palette.

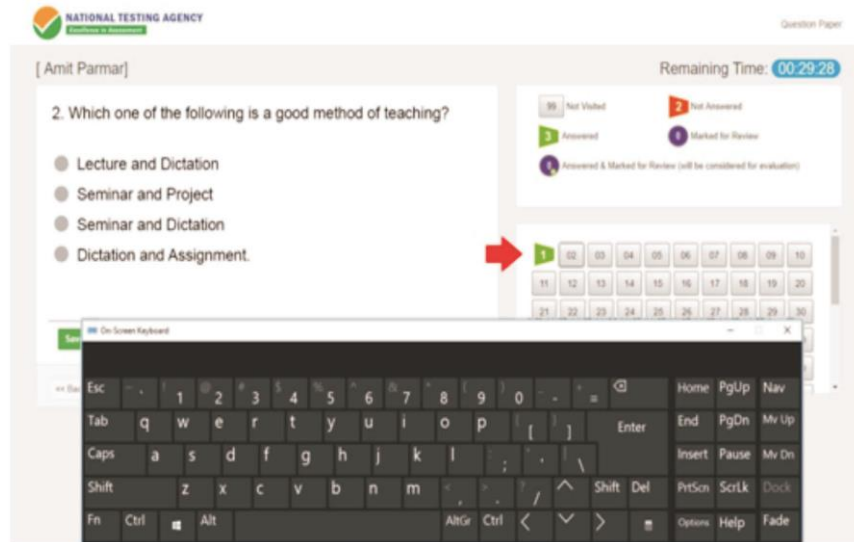


(l) Procedure for answering questions that require inputs from on-screen virtual key board

**(numeric or otherwise):**

- (a) Candidate will have to use the on-screen virtual keyboard (that would be displayed just below the question statement of these types of questions) and the attached computer mouse to enter his/her answer in the space provided for answer.

**On Screen Virtual Keyboard**



- (b) The answer can be changed, if required, anytime during the test. To save the answer, the candidate MUST click on the “Save & Next” button.
- (c) To mark the question for review (without answering it), click on the “Mark for Review & Next” button.

**Candidate will have the option to change previously saved answer of any question, anytime during the entire duration of the test. To change the answer to a question that has already been answered, first select the corresponding question from the Question Palette, then click on “Clear Response” to clear the previously entered answer and subsequently follow the procedure for answering that type of question.**

**(m) ROUGH WORK:**

All calculations/writing work are to be done only in the rough sheet provided at the centre in the examination Room/Hall and on completion of the test candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.

## NTA: Test Practice Centres (TPCs)

### What is a Test Practice Centre (TPCs)?

The Ministry of Human Resource Development mandated the NTA to set up, establish and create a network of Tests Practice Centres for candidates, especially in remote and rural areas to enable them to practice and be comfortable in taking a Computer Based Test (CBT). This facility is completely free of cost. Candidates can register online (on NTA website) where they are provided a convenient TPC near to their location to practice on a given computer node. This facilitates and eases the process of being able to take a Computer Based Test (CBT). The entire experience of using a computer is close to the actual experience of taking a CBT. All efforts are made to provide practice tests and questions so that candidates can familiarize themselves with logging into the system, go through the detailed instructions regarding the test, use the mouse or numeric keyboard on screen (virtual) for attempting each question, scroll down to the next question, navigate between questions, review and edit their options and submit questions.

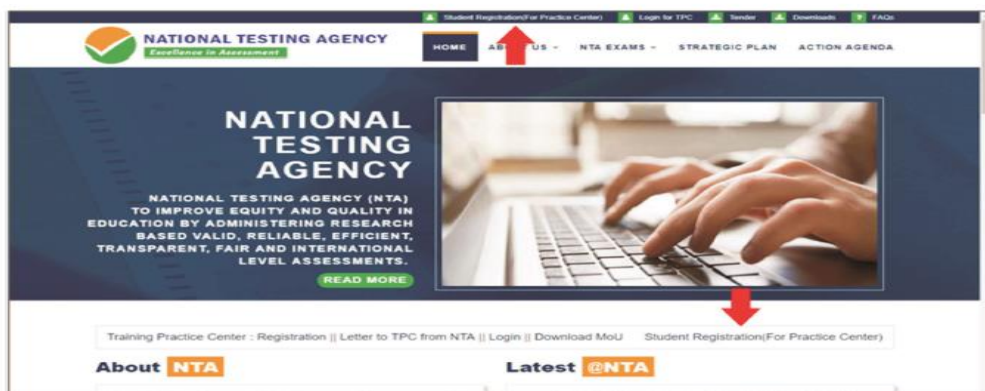
The objective of TPCs is primarily to organize test practice for the upcoming NTA examinations.

An NTA APP has also been developed which will enable the students to choose the nearest TPCs.

#### Set of Instructions on How to Register for a TPCs

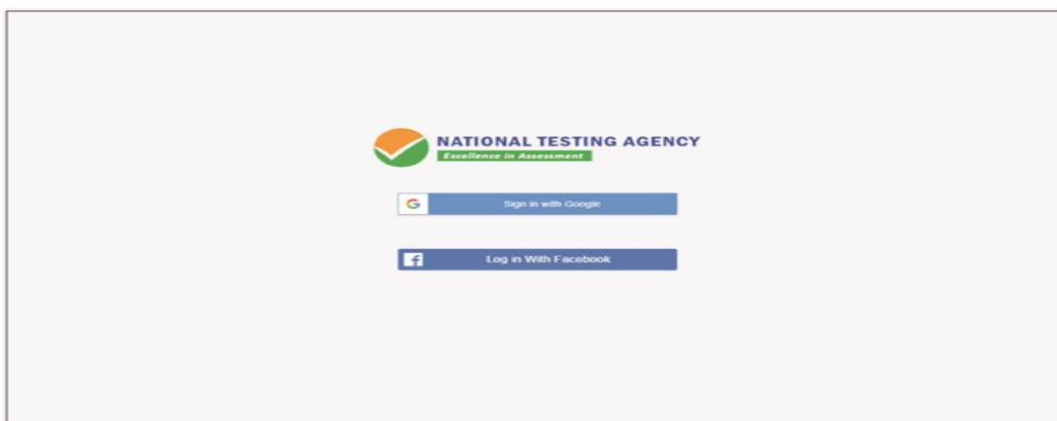
##### Step 1: Visit NTA official website for Registration as a candidate for the Test Practice Centre.(TPC)

Visit Website URL: <https://nta.ac.in/> and click on the link "Student Registration (For Practice Center)"



##### Step 2: Selecting Gmail or Facebook Login

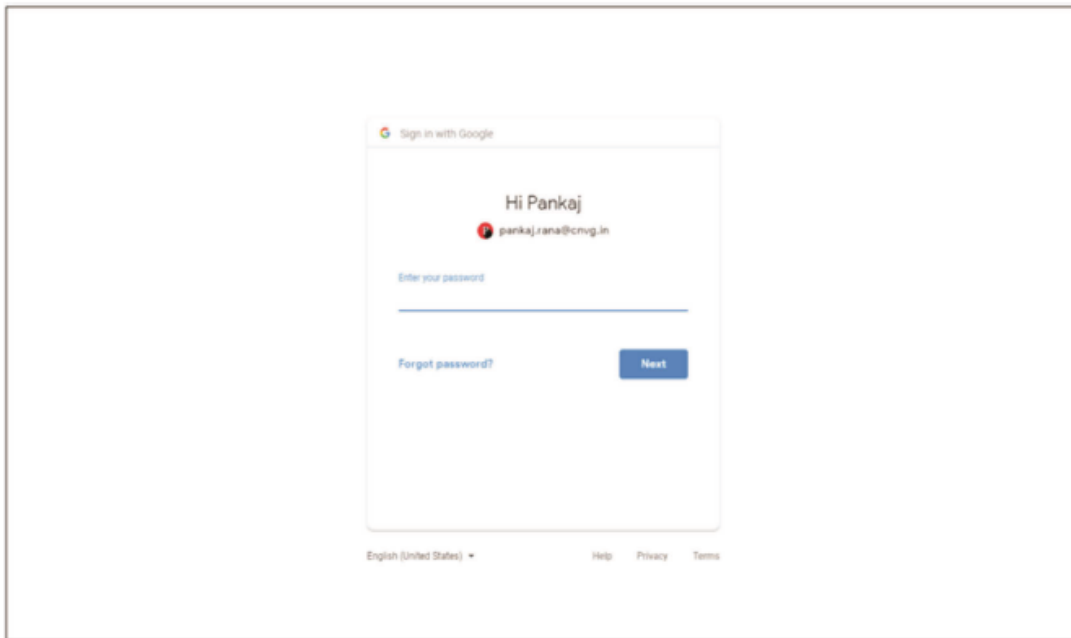
Select login method:Gmail or Facebook





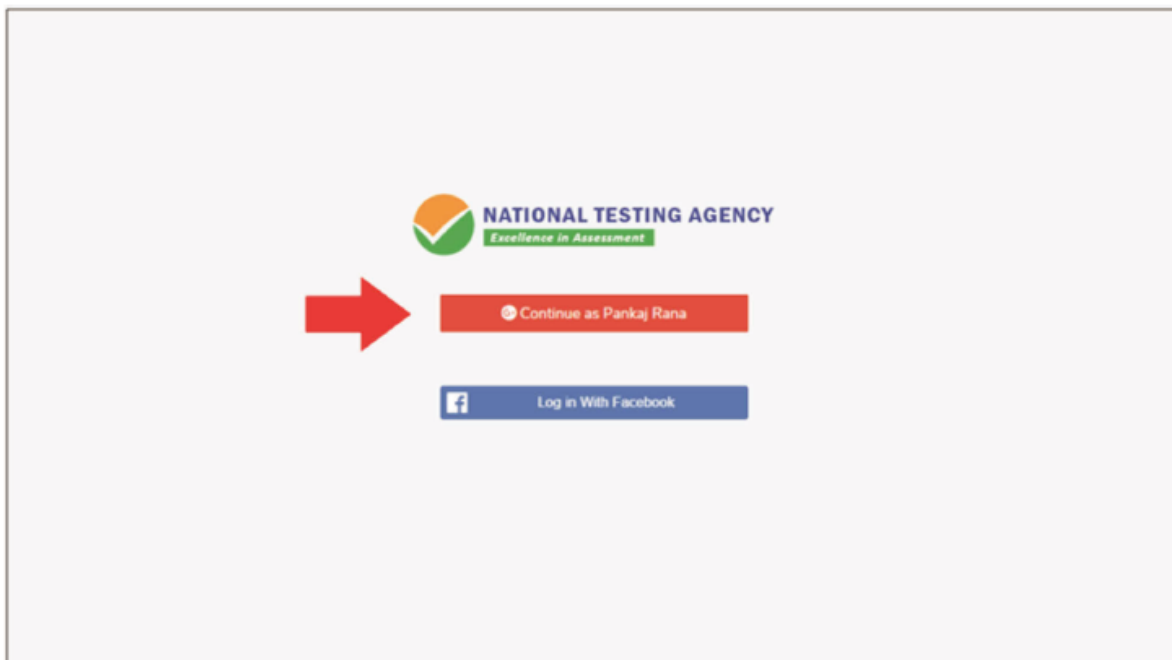
### Step 3: Entering Gmail Username & Password

For gmail login candidate must enter email id & password



### Step 4: Selecting Gmail Account

After authentication candidate has to click on selected Gmail Id.



### Step 5: Enter Personal Information

After login confirmation student will be redirected to registration

The screenshot shows the registration form for the National Testing Agency. The header includes the NTA logo and the text "NATIONAL TESTING AGENCY Excellence in Assessment". On the right, there is a user profile icon with the text "Hello, Pankaj Rana". A progress bar at the top indicates four steps: 1. Personal Detail (active), 2. Contact Detail, 3. Academic / Exam Detail, and 4. Exam Detail. The form fields are as follows:

First Name : *	Last Name : *	Father Name :	Select Gender : *
<input type="text" value="PANKAJ"/>	<input type="text" value="RANA"/>	<input type="text"/>	<input type="text" value="Select Gender"/>
Date of Birth : *	Age :	Upload Passport Size Photo	Upload Photo Id Proof :
<input type="text" value="dd-mm-yyyy"/>	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Choose File"/> No file chosen
<input type="button" value="Previous"/> <input type="button" value="Next"/>			

### Step 6: Enter Contact Information

Candidate needs to enter contact information

The screenshot shows the registration form for the National Testing Agency, Step 6: Enter Contact Information. The header and progress bar are the same as in Step 5. The progress bar now shows Step 2 (Contact Detail) as active. The form fields are as follows:

Email Address : *	Mobile Number : *	Residential Address :	
<input type="text" value="PANKAJRANA@CVG.IN"/>	<input type="text"/>	<input type="text"/>	
State : *	District : *	City : *	Pin Code : *
<input type="text" value="--Select--"/>	<input type="text" value="Select District"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Previous"/> <input type="button" value="Next"/>			

[https://ntapc.in/registration/reg\\_form\\_h-1](https://ntapc.in/registration/reg_form_h-1)

### Step 7: Enter Academic Information

Candidate needs to enter academic information.

The screenshot shows the 'Step 7: Enter Academic Information' form. At the top left is the 'NATIONAL TESTING AGENCY' logo with the tagline 'Excellence in Assessment'. At the top right is a user profile icon with the text 'Hello, Pankaj Rana'. Below the header is a progress bar with four steps: 1. Personal Detail, 2. Contact Detail, 3. Academic / Exam Detail (the current step), and 4. Exam Detail. The form contains two input fields: 'School or Institute - Attending / Last Attended: \*' and 'Enrollment Number Optional'. At the bottom right are 'Previous' and 'Next' buttons. A URL 'https://ntap.ac.in/registration/Reg\_form-b-2' is visible at the bottom left.

### Step 8: Enter Exam Information

Candidate needs to enter exam information.

The screenshot shows the 'Step 8: Enter Exam Information' form. It features the same header as Step 7. The progress bar shows steps 1, 2, 3, and 4, with step 4 'Exam Detail' being the active step. The form includes a dropdown menu labeled 'Select Interested Exam Type: \*' with the text 'Select Exam Type' and a text input field labeled 'Number of attempts already taken'. At the bottom right are 'Previous' and 'Submit' buttons.

### Step 9: Center Selection Dashboard

List of available center location sorted on the basis of Candidate's current geo location.

The screenshot shows the 'List of all exam center' dashboard for Pankaj Rana. The interface includes a sidebar with 'Select Exam Center' and 'Booking History' options. The main content area displays a table of exam centers with columns for Sr, Center Detail, State, District, Preference, and Select. A 'Select Appointment' button is visible in the top right.

Sr	Center Detail	State	District	Preference	Select
1	Jss academy of technical education Address : Jss academy of technical education c-20/1 sector -62, noida Distance : 1 Km	Uttar Pradesh	Gautam Buddha Nagar		<input type="checkbox"/>
2	Ims noida Address : A- 8b ims noida sector-62 near ericsson building Distance : 2 Km	Uttar Pradesh	Gautam Buddha Nagar		<input type="checkbox"/>
3	Indrapuram public school Address : Indrapuram public school 6, nyaya khand-i, indrapuram ghaziabad, up Distance : 2 Km	Uttar Pradesh	Ghaziabad		<input type="checkbox"/>
4	East point school Address : Fc-26, dallapura, vasundhara enclave, delhi Distance : 3 Km	Delhi	East Delhi		<input type="checkbox"/>
5	Manav rachna international school Address : D-196 sector-51 Distance : 3 Km	Uttar Pradesh	Gautam Buddha Nagar		<input type="checkbox"/>

### Step 10: Five Center Selection

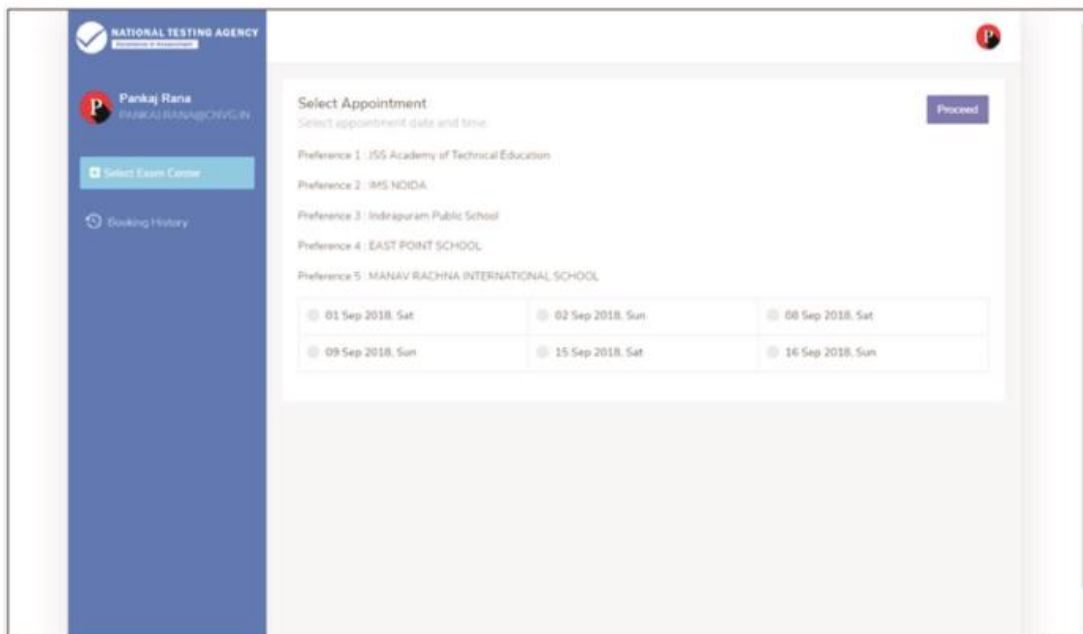
Candidate needs to select any 5 Centers in the order of preference.

The screenshot shows the 'List of all exam center' dashboard for Pankaj Rana. The interface is identical to Step 9, but the 'Preference' column now contains numbers 1 through 5, and the 'Select' column contains checked boxes. A dropdown menu is open for the 'Preference' column of the third row, showing options 1, 2, 3, 4, and 5.

Sr	Center Detail	State	District	Preference	Select
1	Jss academy of technical education Address : Jss academy of technical education c-20/1 sector -62, noida Distance : 1 Km	Uttar Pradesh	Gautam Buddha Nagar	1	<input checked="" type="checkbox"/>
2	Ims noida Address : A- 8b ims noida sector-62 near ericsson building Distance : 2 Km	Uttar Pradesh	Gautam Buddha Nagar	2	<input checked="" type="checkbox"/>
3	Indrapuram public school Address : Indrapuram public school 6, nyaya khand-i, indrapuram ghaziabad, up Distance : 2 Km	Uttar Pradesh	Ghaziabad	Select	<input checked="" type="checkbox"/>
4	East point school Address : Fc-26, dallapura, vasundhara enclave, delhi Distance : 3 Km	Delhi	East Delhi	3	<input checked="" type="checkbox"/>
5	Manav rachna international school Address : D-196 sector-51 Distance : 3 Km	Uttar Pradesh	Gautam Buddha Nagar	Select	<input checked="" type="checkbox"/>

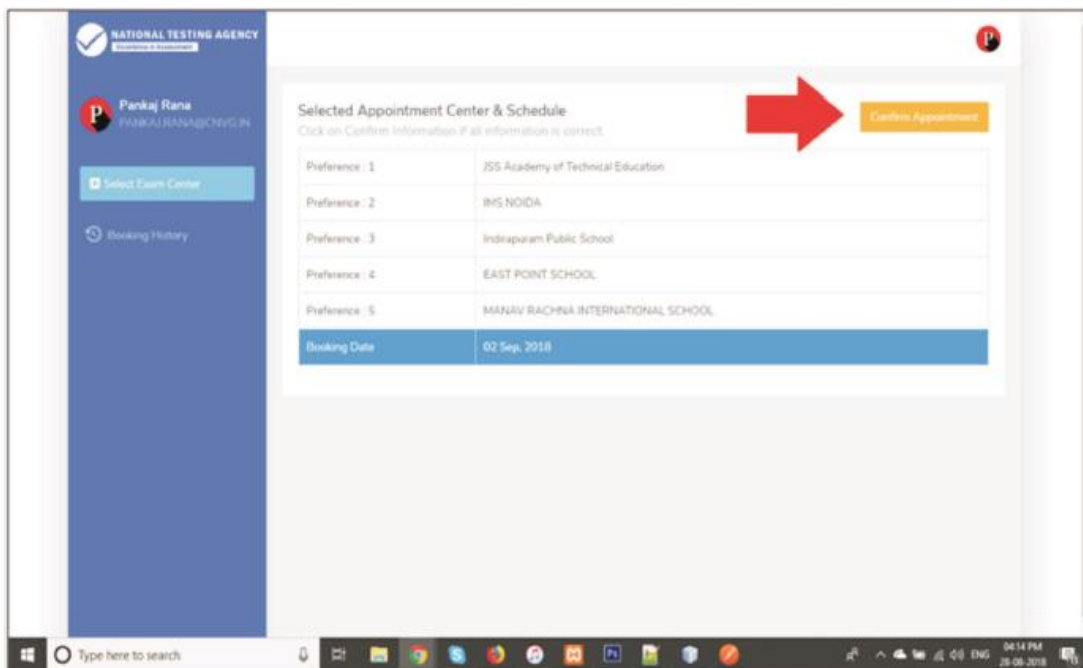
### Step 11: Schedule Selection

Candidate needs to select anyone sessions from the 6 sessions given



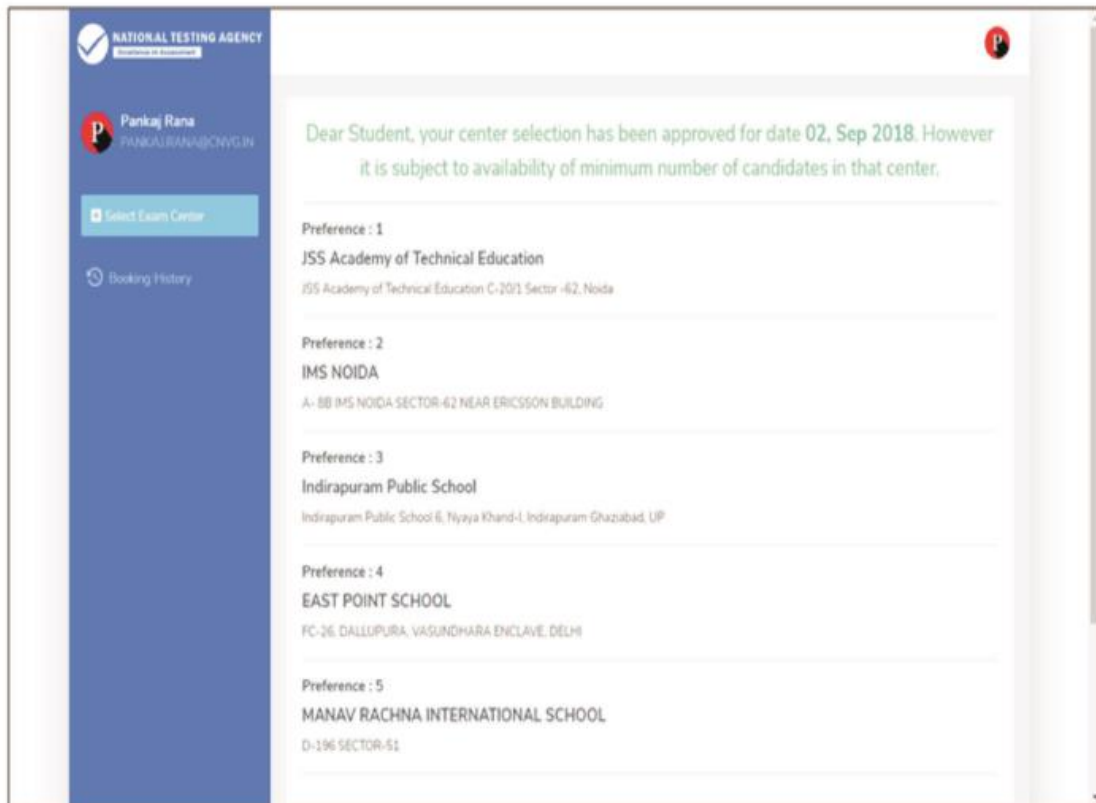
### Step 12: Review the Center Selection & Schedule Selection

Candidate needs to review the selection and after reviewing click on "Confirm Appointment"



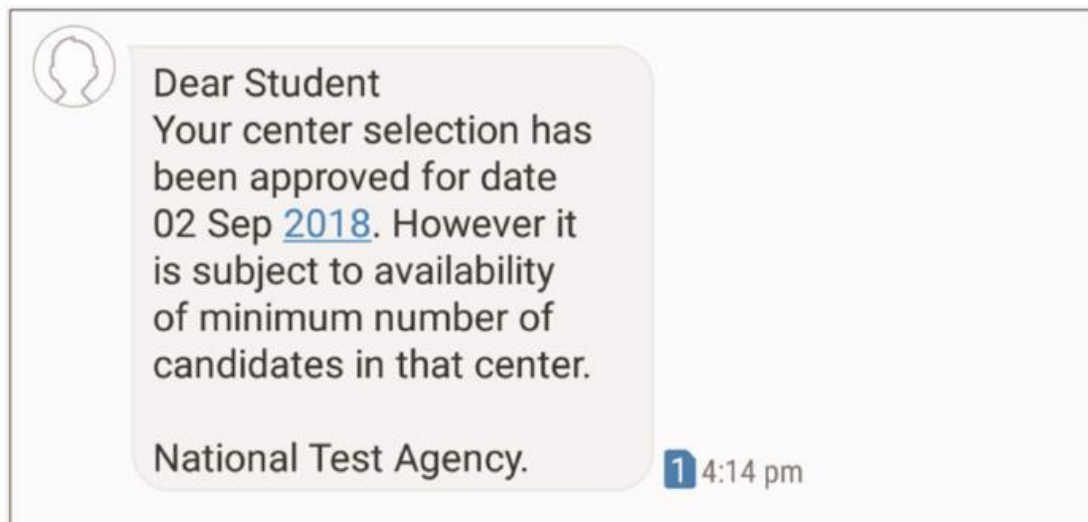
### Step 13: Center Selection Confirmation

Candidate can see that the data entered has been submitted



### Step 14: Text of approval on Candidate's registered mobile number.

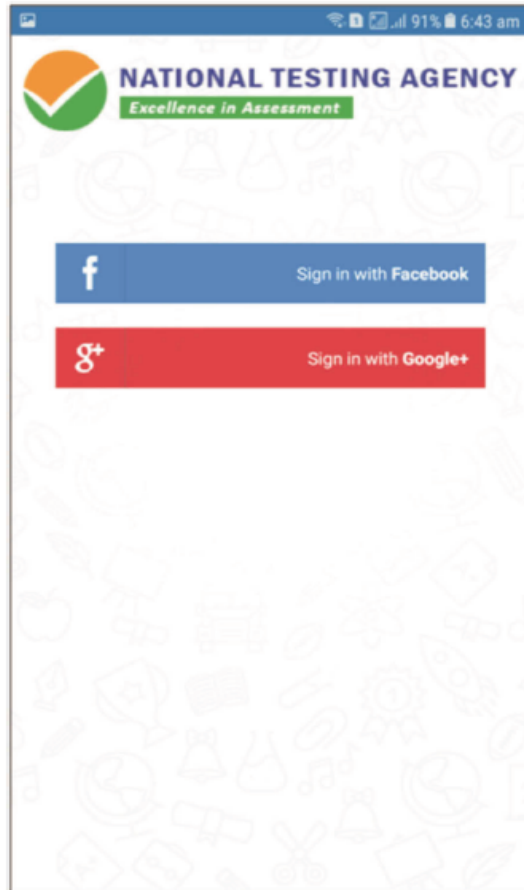
Candidate gets the approval as SMS in the registered mobile number.



**Step 3: Splash Screen:** After Installation is completed, when we click on launcher icon on mobile.



**Step 4: Selecting Gmail or Facebook Login**



**Step 5: Personal Detail - Page 1/2:** Candidate needs to enter personal information.

Submit Detail

Personal Details Contact Details Academic / Exam Details

First Name

Last Name

Father Name

Gender

Date Of Birth

Age

Upload Photo Id Proof

NO IMAGE AVAILABLE

**Step 6: Personal Detail - Page 2/2:** Candidate needs to enter personal information.

Submit Detail

Personal Details Contact Details Academic / Exam Details

30-01-2009

Age

Upload Photo Id Proof

Upload Photo

Submit Details



**Step 7: Contact Detail - Page 1/2:** Candidate needs to enter Contact information.

Submit Detail

Personal Details Contact Details Academic / Exam Details

Email Id

Contact Number

Residential Address

State

Andaman and Nicobar

District

Nicobar

City

Pincode

**Step 8: Contact Detail - Page 2/2:** Candidate needs to enter Contact information.

Submit Detail

Personal Details Contact Details Academic / Exam Details

Contact Number

Residential Address

State

Andaman and Nicobar

District

Nicobar

City

Pincode

Submit Detail >

**Step 9: Academic and Examination Detail:** Candidate needs to enter Academic and Examination Information.

**Submit Detail**

Personal Details    Contact Details    Academic / Exam Details

**Academic Detail**

School/Institution Name

Enrollment Number(Optional)

**Exam Details**

Interested for Exam Type

Number of attempts the student made in this particular Entrance examination till date

**Submit Detail** >

**Step 10: Select the nearest Center:** Candidate needs to tap on the nearest pointer (any five).

**Center Selection**

Name: Pankaj Rana    Email Id: pankaj\_rocking87@yahoo.com

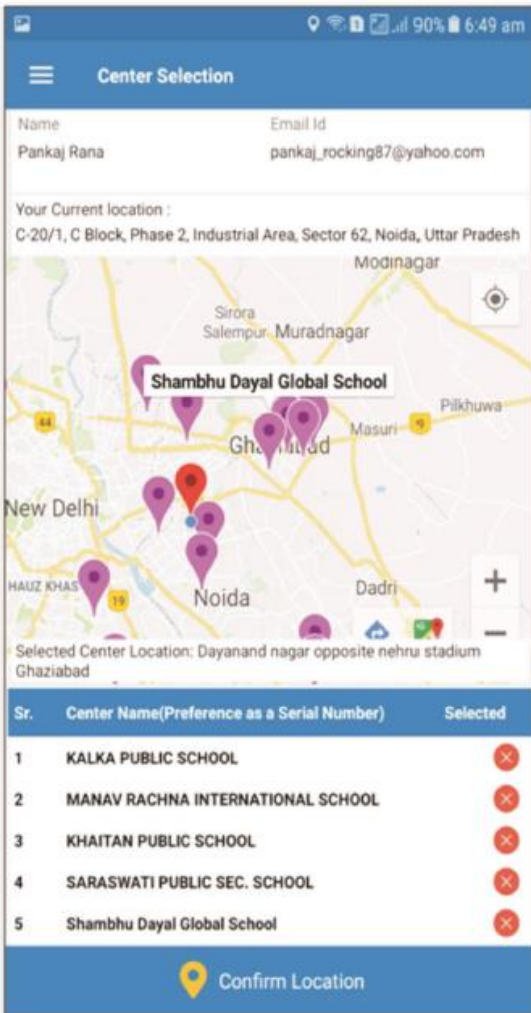
Your Current location :  
 C-20/1, C Block, Phase 2, Industrial Area, Sector 62, Noida, Uttar Pradesh

Map showing location pins around Noida, New Delhi, and Gurgaon.

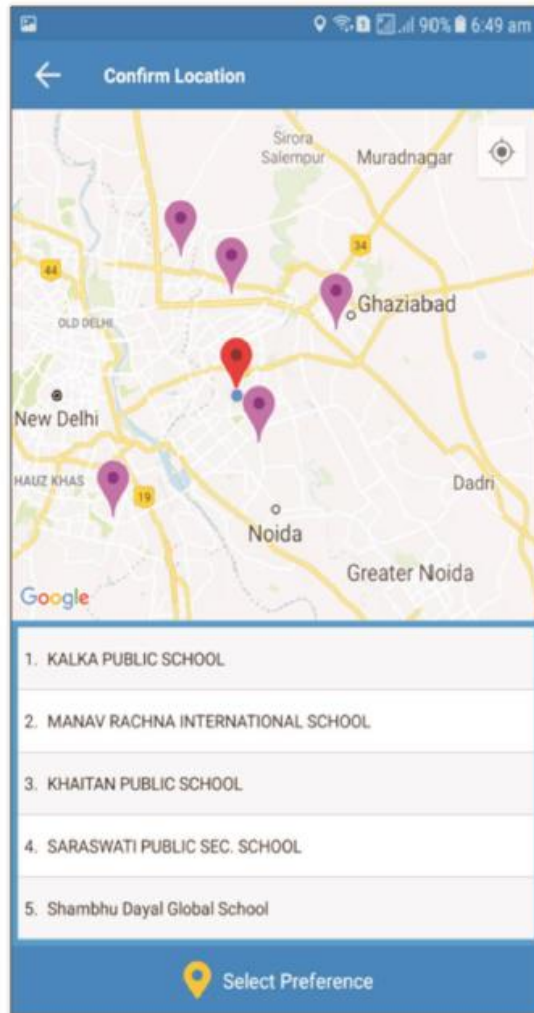
Sr.	Center Name(Preference as a Serial Number)	Selected

**Confirm Location**

**Step 11: Select the nearest Center:** After selecting the nearest five centers.



**Step 12: Reviewing the selected center:** Candidate needs to review the selected center.



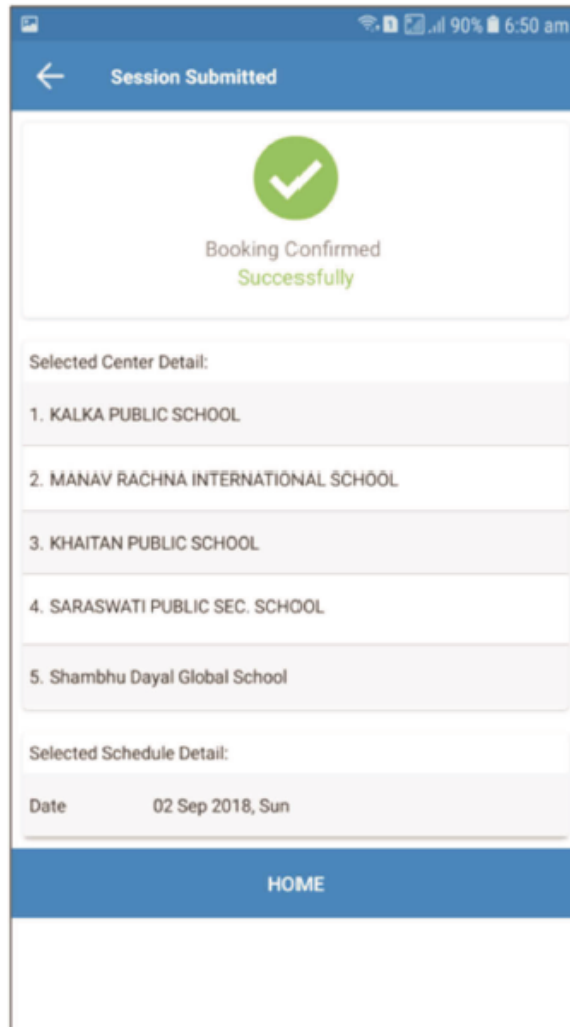
**Step 13: Select Schedule:** Candidate needs to select any one from the 6 coming session.

The screenshot shows a mobile application interface titled "Select Schedule". At the top, there is a blue header with a back arrow and the text "Select Schedule". Below the header is a green bar labeled "Selected Center". Underneath, there is a list of five preferences: "Preference 1 :KALKA PUBLIC SCHOOL", "Preference 2 :MANAV RACHNA INTERNATIONAL SCHOOL", "Preference 3 :KHAITAN PUBLIC SCHOOL", "Preference 4 :SARASWATI PUBLIC SEC. SCHOOL", and "Preference 5 :Shambhu Dayal Global School". Below the preferences is another green bar labeled "Available Schedule". Underneath, there is a list of six dates with radio buttons: "01 Sep 2018, Sat", "02 Sep 2018, Sun", "08 Sep 2018, Sat", "09 Sep 2018, Sun", "15 Sep 2018, Sat", and "16 Sep 2018, Sun". At the bottom, there is a blue button labeled "Confirm Session".

**Step 14: Select Schedule:** After selecting the schedule click on "Confirm Schedule".

The screenshot shows the same mobile application interface as in Step 13. The "Selected Center" and "Preference" lists are identical. In the "Available Schedule" section, the radio button for "02 Sep 2018, Sun" is now selected, indicated by a blue dot in the center of the radio button. The other radio buttons are unselected. The "Confirm Session" button remains at the bottom.

**Step 15: Thank You Screen:** If candidate taps on “Confirm Session”, the booking will be successfully confirmed.



**Format of OBC Certificate****FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS / ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS, UNDER THE GOVERNMENT OF INDIA**

This is 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 which is recognized as a backward class under:

- (i) Resolution No. 12011/68/93-BCC(C) dated 10/09/93 published in the Gazette of India Extraordinary Part I Section I No. 186 dated 13/09/93.
- (ii) Resolution No. 12011/9/94-BCC dated 19/10/94 published in the Gazette of India Extraordinary Part I Section I No. 163 dated 20/10/94.
- (iii) Resolution No. 12011/7/95-BCC dated 24/05/95 published in the Gazette of India Extraordinary Part I Section I No. 88 dated 25/05/95.
- (iv) Resolution No. 12011/96/94-BCC dated 9/03/96.
- (v) Resolution No. 12011/44/96-BCC dated 6/12/96 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 11/12/96.
- (vi) Resolution No. 12011/13/97-BCC dated 03/12/97.
- (vii) Resolution No. 12011/99/94-BCC dated 11/12/97.
- (viii) Resolution No. 12011/68/98-BCC dated 27/10/99.
- (ix) Resolution No. 12011/88/98-BCC dated 6/12/99 published in the Gazette of India Extraordinary Part I Section I No. 270 dated 06/12/99.
- (x) Resolution No. 12011/36/99-BCC dated 04/04/2000 published in the Gazette of India Extraordinary Part I Section I No. 71 dated 04/04/2000.
- (xi) Resolution No. 12011/44/99-BCC dated 21/09/2000 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 21/09/2000.
- (xii) Resolution No. 12015/9/2000-BCC dated 06/09/2001.
- (xiii) Resolution No. 12011/1/2001-BCC dated 19/06/2003.
- (xiv) Resolution No. 12011/4/2002-BCC dated 13/01/2004.
- (xv) Resolution No. 12011/9/2004-BCC dated 16/01/2006 published in the Gazette of India Extraordinary Part I Section I No. 210 dated 16/01/2006.
- (xvi) Resolution No. 12011/14/2004-BCC dated 12/03/2007 published in the Gazette of India Extraordinary Part I Section I No. 67 dated 12/03/2007.
- (xvii) Resolution No. 12015/2/2007-BCC dated 18/08/2010.
- (xviii) Resolution No. 12015/13/2010-BCC dated 08/12/2011.

Shri/Smt./Kum. \_\_\_\_\_ and/or \_\_\_\_\_ 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  
 modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004, further modified vide OM No.36033/3/2004-  
 Estt.(Res.)dated 14/10/2008, again further modified vide OM No.36036/2/2013-Estt (Res) dated 30/5/2014 or the latest  
 notification of the Government of India.

Dated: \_\_\_\_\_

District Magistrate / Deputy Commissioner /  
 Any other Competent Authority

Seal :

**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 / Ist Class Stipendiary Magistrate / Sub-Divisional magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar' and
  - (iv) Sub-Divisional Officer of the area where the candidate and / or his family resides.

**FORMAT OF CASTE CERTIFICATE**

This is to certify that Shri/Smt\*/Kumari\* ..... Son/daughter\* of ..... of village/town\* ..... in District/Division\* ..... of the State/Union Territory\* ..... belong to the .....Caste/Tribe\* which is recognized as a **Scheduled**

**Caste/Scheduled Tribe\*** under :

\*The Constitution (Scheduled Castes) Order, 1950

\*The Constitution (Scheduled Tribes) Order, 1950

\*The Constitution (Scheduled Castes) (Union Territories) Order, 1951

\*The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

{As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act 1966, the State of Himachal Pradesh Act, 1970, the North-Eastern Areas (Reorganisation) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976}

\*The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956;

\*The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 1976;

\*The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962;

\*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962;

\*The Constitution (Pondicherry) Scheduled Castes Order, 1964;

\*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;

\*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;

\*The Constitution (Nagaland) Scheduled Tribes Order, 1970

\*The Constitution (Sikkim) Scheduled Castes Order, 1978

\*The Constitution (Sikkim) Scheduled Tribes Order, 1978

\*The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989

\*The Constitution (Scheduled Castes) Orders (Amendment) Act, 1990

\*The Constitution (Scheduled Tribes) Order Amendment Act, 1991

\*The Constitution (Scheduled Tribes) Order Second Amendment Act, 1991

2. This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Smt\* ..... father/mother\* of Shri/Smt/Kumari ..... of .....village/ town\* ..... in District/Division\* ..... of the State/Union Territory\* ..... who belongs to the ..... Caste/Tribe\* which is recognized as a Scheduled Caste/Scheduled Tribe\* in the State/Union Territory\* ..... issued by the ..... Dated .....
3. Shri/Smt\*/Kumari\* ..... and/or\* his/her family ordinarily reside(s) in village/town\* ..... of ..... District/Division\* of the State/Union Territory of .....

Signature .....

Designation.....

(With seal of Office)

Place : .....

State

Date : .....

Union Territory

**NOTE:** The term "Ordinarily resides" used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

\*Please delete the words which are not applicable.

**AUTHORITIES EMPOWERED TO ISSUE SCHEDULED CASTE/SCHEDULED TRIBE CERTIFICATES**

{G.I. Dept. of Per. & Trg. O.M. No. 3012//88-Estt. (SCT), (SRD III) dated 24.04.1990}

The under mentioned authorities have been empowered to issue Caste Certificates of verification :

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/First class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner.
2. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar
4. Sub-Divisional Officer of the area where the candidate and/or his/her family normally resides

**FORMAT OF THE CERTIFICATE FOR PERSONS WITH DISABILITY (PwD)**

Name and address of the Institute/Hospital : \_\_\_\_\_

Certificate No. : \_\_\_\_\_

Date: \_\_\_\_\_

This is to certify that Shri/Smt./Kumari\* \_\_\_\_\_

son/daughter\* of \_\_\_\_\_ Age \_\_\_\_\_ years, Registration No.

\_\_\_\_\_ is a case of Locomotor disability/ Cerebral Palsy/ Blindness/Low vision/ Hearing

impairment/ Other disability\* and has been suffering from degree of disability not less than \_\_\_\_\_ %

(\_\_\_\_\_). The details of his/her above mentioned disability is described below:

(IN CAPITAL LETTERS)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:-**

- 1. This condition is progressive/non-progressive/likely to improve/not likely to improve.\*
- 2. Re-assessment is not recommended/is recommended after a period of \_\_\_\_\_ months/years.
- 3. The certificate is issued as per PWD Act, 1995.

\* Strike out which is not applicable.

Sd/-  
(DOCTOR)  
Seal

Sd/-  
(DOCTOR)  
Seal

Sd/-  
(DOCTOR)  
Seal

Signature/Thumb impression of the patient



(Recent Attested Photograph showing the disability affixed here)

Countersigned  
Medical Superintendent/CMO/Head of Hospital (with seal)



**Certificate regarding physical limitation in an examinee to write**

This is to certify that, I have examined Mr/Ms/Mrs \_\_\_\_\_ (name of the candidate with disability), a person with \_\_\_\_\_ (nature and percentage of disability as mentioned in the certificate of disability), S/o/ D/o \_\_\_\_\_ a resident of \_\_\_\_\_ (village /District/State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/Civil Surgeon/Medical Superintendent of a  
Government health care institution

Recent  
Photograph of  
the applicant  
to be pasted  
here

Name & Designation

Name of Government Hospital/Health care centre with seal

Place \_\_\_\_\_

Date \_\_\_\_\_

**Note:**

**Certificate should be given by a specialist of the relevant stream/disability (eg. Visual impairment - Ophthalmologist, Locomotor disability -Orthopaedic specialist/PMR).**

**Letter of Undertaking for using Own Scribe**

Recent  
Photograph of  
the applicant  
to be pasted  
here

I \_\_\_\_\_, a candidate with \_\_\_\_\_(name of the disability) appearing for the \_\_\_\_\_(name of the examination ) bearing Roll No. \_\_\_\_\_at \_\_\_\_\_(name of the centre) in the District\_\_\_\_\_ (name of the State). My qualification is \_\_\_\_\_

I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe/reader/lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his qualification is\_\_\_\_\_. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

(Signature of the candidate with Disability)

Place:

Date:

**NOTE: Please bring Aadhaar Card of Scribe.**

**ATTESTATION FORM**  
**(For 'Result Awaited' Candidates only)**

I certify that the information given by the candidate Shri/Smt./Kum \_\_\_\_\_ has been verified by me with reference to records of the University/Institute.

It is further certified that the said candidate is enrolled for M.Sc (mention the degree/course if M.Sc equivalent) \_\_\_\_\_ on (mention date/month/year) --/--/---- ; OR, after completing 10+2, the said candidate is enrolled for (mention the degree/course) \_\_\_\_\_ on this date/month/year --/--/---- and is presently pursuing (mention year/semester, e.g 4<sup>th</sup> year/7<sup>th</sup> semester) ----- / ----- since (mention date/month/year) --/--/----, and is eligible to appear under Result Awaited category as laid down in the eligibility criteria.

Illustrative List of degrees/courses:

(i) BS-4 year program, (ii) B.E (iii) B.Tech, (iii) B.Pharm, (iv) MBBS, (v) Integrated BS-MS (vi) M.Sc.

Signature of the Head of Dept./Institute  
Rubber stamp/seal

Name: \_\_\_\_\_

Designation: \_\_\_\_\_  
Rubber Stamp/Seal:

Government of \_\_\_\_\_  
(Name & Address of the authority issuing the certificate)

**INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS**

Certificate No. \_\_\_\_\_

Date: \_\_\_\_\_

**VALID FOR THE YEAR** \_\_\_\_\_

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 lakh (Rupees Eight Lakh 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 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 recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of Office \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_

Recent Passport  
size attested  
photograph  
of the applicant

\*Note 1: Income covered all sources i.e. salary, agriculture, business, profession etc.

\*\* Note 2: The term "Family" for this purpose include 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 EWS status.

**SELF DECLARATION OF MINORITY COMMUNITY BY CANDIDATE FOR SUPPORT  
FOR MINORITY STUDENTS**

**DECLARATION**

I, ..... Son/Daughter of.....  
Resident of .....hereby  
declare that I belong to the (Muslims/Sikhs/Christians/Buddhists/Jains and Zoroastrains  
(Parsis) which is a notified minority community as per Section 2 (c) of National  
Commission for Minorities Act, 1992).

Date: .....

Place: .....

Signature of Candidate: .....

Name of the Candidate: .....

**A F F I D A V I T**  
**(MUST BE ON Rs.50/- STAMP PAPER)**

I \_\_\_\_\_ son/wife of \_\_\_\_\_  
*(father/mother name)*  
resident of \_\_\_\_\_

\_\_\_\_\_ do hereby make oath and state as under:-

1. That the Deponent is the father / mother of \_\_\_\_\_  
*(candidate name)*
2. That the deponent's daughter is a Single Girl Child/Twin Daughter/Fraternal Daughter of the family and there is no other male and female child in my family.

Verified at \_\_\_\_\_ on this \_\_\_\_\_ that the contents of the above  
*(place)* *(date - month - year)*  
affidavit are true and correct to my personal knowledge and belief.

**DEPONENT Signature .....**

**Name .....**

**Full Address .....**

.....

.....

**Seal & Signature of .....**

**SDM / First Class Magistrate / Gazetted Officer (not below the rank of Tehsildar)  
certifying the aforesaid declaration.**

**National Testing Agency (NTA)**  
**Procedure to be adopted for compilation of NTA scores for multi session Papers**  
**(Normalization procedure based on PERCENTILE SCORE)**

NTA may conduct examinations on multiple dates, generally in two sessions per day. The candidates will be given different sets of questions per session and it is quite possible that in spite of all efforts of maintaining equivalence among various question papers, the difficulty level of these question papers administered in different sessions may not be exactly the same. Some of the candidates may end up attempting a relatively tougher set of questions when compared to other sets. The candidates who attempt the comparatively tougher examination are likely to get lower marks as compared to those who attempt the easier one. In order to overcome such a situation, “**Normalization procedure based on Percentile Score**” will be used for ensuring that candidates are neither benefitted nor disadvantaged due to the difficulty level of the examination. With the objective of ensuring that a candidate’s true merit is identified, and that a level playing field is created in the above context, the Normalization Procedure, set out below shall be adopted, for compiling the NTA scores for multi session papers.

**The process of Normalization is an established practice for comparing candidate scores across multi session papers and is similar to those being adopted in other large educational selection tests conducted in India. For normalization across sections, NTA shall use the percentile equivalence.**

**Percentile Scores:** Percentile scores are scores based on the relative performance of all those who appear for the examination. Basically the marks obtained are transformed into a scale ranging from 100 to 0 for each session of examinees.

**The Percentile Score indicates the percentage of candidates that have scored EQUAL TO OR BELOW (same or lower raw scores) that particular Percentile in that examination. Therefore the topper (highest score) of each session will get the same Percentile of 100 which is desirable. The marks obtained in between the highest and lowest scores are also converted to appropriate Percentiles.**

**The Percentile score will be the Normalized Score for the examination (instead of the raw marks of the candidate) and shall be used for preparation of the merit lists.**

**The Percentile Scores will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.**

**The Percentile score of a Candidate is calculated as follows:**

$$\frac{100 \times \text{Number of candidates appeared in the 'Session' with raw score EQUAL TO OR LESS than the candidate}}{\text{Total number of the candidates appeared in the 'Session'}}$$

**Note:** The Percentile of the Total shall **NOT be** an aggregate or average of the Percentile of individual subject. Percentile score is not the same as percentage of marks obtained.

**Example:** Suppose a test was held in 4 sessions of examinees as per details given below:-  
**(Allocation of Days and shifts were done randomly)**

**(a) Distribution of candidates were as follows:**

**Session-1:** Day-1 Shift-1, **Session-2:** Day-1 Shift-2, **Session-3:** Day-2 Shift-1 and **Session-4:** Day-2 Shift-2

Session	Day/Shift	No of Candidates			Marks	
		Absent	Appeared	Total	Highest	Lowest
Session-1	Day-1 Shift-1	3974	28012	31986	335	-39
Session-2	Day-1 Shift-2	6189	32541	38730	346	-38
Session-3	Day-2 Shift-1	6036	41326	47362	331	-49
Session-4	Day-2 Shift-2	9074	40603	49677	332	-44
<b>Total(Session-1 to Session-4)</b>		25273	142482	167755	346	-49

In this method of scoring the HIGHEST RAW SCORE in each paper (irrespective of the raw scores) will be the 100 Percentile indicating that 100% of candidates have scores equal to or lesser than the highest scorer/ topper for that session.

**Highest Raw Score and Percentile Score:** All the highest raw scores will have normalized Percentile Score of 100 for their respective session.

Session	Total Candidates Appeared	Highest Raw Score	Candidates who scored EQUAL OR LESS THAN Highest Raw Score	Percentile Score	Remarks
Session-1	28012	335	28012	100.0000000 [[28012/28012]*100]	i.e. <b>all the highest raw scores</b> would be <b>normalized</b> to 100 Percentile Score for their respective session.
Session -2	32541	346	32541	100.0000000 [[32541/32541]*100]	
Session -3	41326	331	41326	100.0000000 [[41326/41326]*100]	
Session -4	40603	332	40603	100.0000000 [[40603/40603]*100]	

**Lowest Raw Score and Percentile Score:** Percentile Score of all the lowest raw scores will depend on the total number of candidates who have taken the examination for their respective session.

Session	Total Candidates Appeared	Lowest Raw Score	Candidates who scored EQUAL OR LESS THAN Lowest Raw Score	Percentile Score	Remarks
Session -1	28012	-39	1	0.0035699 [[1/28012]*100]	i.e. Percentile Score of <b>all the lowest raw scores are different</b> i.e. Percentile Score depend on the total number of candidates who have taken the examination for their respective session.
Session -2	32541	-38	1	0.0030730 [[1/32541]*100]	
Session -3	41326	-49	1	0.0024198 [[1/41326]*100]	
Session -4	40603	-44	1	0.0024629 [[1/40603]*100]	

The following is a further explanation of the interpretation of the raw scores and Percentile Score in Session-3 (Day-2 and Shift-1) with 41326 candidates who have taken the examination.

Candidate	Percentile Score	No of Candidates	Raw Score	Remark
A	100.0000000 [[41326/41326]*100]	1	331	Indicates that amongst those appeared, 100% have scored either EQUAL TO OR LESS THAN the candidate A ( <b>331 raw score</b> ). It also indicates that no candidate has scored more than the candidate A ( <b>331 raw score</b> ).
B	90.1224411 [[37244/41326]*100]	77	121	Indicates that amongst those appeared, 90.1224411% have scored either EQUAL TO OR LESS THAN the candidate B ( <b>121 raw score</b> ). It also indicates that remaining candidates have scored more than candidate B ( <b>121 raw score</b> ).
C	50.4549194 [[20851/41326]*100]	381	41	Indicates that amongst those appeared, 50.4549194% have scored either EQUAL TO OR LESS THAN the candidate C ( <b>41 raw score</b> ).



				It also indicates that remaining those appeared have scored more than candidate C <b>(41 raw score)</b> .
<b>D</b>	<b>31.7040120</b> [(13102/41326)*100]	<b>789</b>	<b>25</b>	Indicates that amongst those appeared, 31.7040120% have scored either EQUAL TO OR LESS THAN the candidate D <b>(25 raw score)</b> It also indicates that remaining candidates have scored more than candidate D <b>(25 raw score)</b> .
<b>E</b>	<b>1.1034216</b> [(456/41326)*100]	<b>100</b>	<b>-15</b>	Indicates that amongst those appeared, 1.1034216% have scored either EQUAL TO OR LESS THAN the candidate E <b>(-15 raw score)</b> It also indicates that remaining candidates have scored more than candidate E <b>(-15 raw score)</b>

**STEP-BY-STEP PROCEDURE FOR NORMALIZATION AND PREPARATION OF RESULT:**

**Step-1: Distribution of Examinees in two shifts:**

Candidates have to be distributed into two sessions randomly so that each session has approximately equal number of candidates. These two sessions would be as follows:

**Session-1:** Day-1 Shift-1, **Session-2:** Day-1 Shift-2

In the event of more number of days or less number of shifts, the candidates will be divided accordingly.

This will ensure that there is no bias in the distribution of candidates who shall take the examination. Further, with a large population of examinees spread over the entire country the possibility of such bias becomes remote.

**Step-2: Preparation of Results for each Session:**

The examination results for **each session** would be prepared in the form of

- Raw Scores
- Percentiles Scores of Total raw scores.

The Percentiles would be calculated for each candidate in the Session as follows:

Let TP1 be the Percentile Scores of Total Raw Score of that candidate.

$$\text{Total Percentile (TP1) : } \frac{100 \times \text{No. of candidates appeared from the session with raw score EQUAL TO OR LESS than T1 score}}{\text{Total No. of candidates appeared in the session}}$$

**Step-3: Compilation of NTA score and Preparation of Result:**

The Percentile scores for the Total Raw Score for all the sessions (**Session-1:** Day-1 Shift-1, **Session-2:** Day-1 Shift-2) as calculated in **Step-2** above would be merged and shall be called the **NTA scores** which will then be used for compilation of result and further processing for deciding the allocation.

In the events of the percentiles for the multi-shifts being dissimilar / unequal, the lowest will be the eligibility cut-off for that category for all candidates (i.e. all shifts).

For Example: In an the examination held in two shifts, if the 40% marks correspond to a Percentile score of 78 in Shift 1 and 79 in Shift 2, then all those equal to or above 78 percentiles (Percentile score of 100 to 78) in both shifts will become eligible in General Category. Similar method will be adopted for the other categories to determine eligibility cut-offs.

In case the examination is held in more number of shifts the same principle shall apply.

## **CONTACT DETAILS**

### ***Fellowship under CSIR Scheme:***

*DEPUTY SECRETARY/UNDER SECRETARY (EMR), CSIR-HRDG, CSIR COMPLEX (OPPOSITE INSTITUTE OF HOTEL MANAGEMENT), LIBRARY AVENUE, PUSA, NEW DELHI-110012.*

### ***Fellowships under UGC Schemes:***

*UNDER SECRETARY, SELECTION AND AWARD BUREAU, UNIVERSITY GRANT COMMISSION, SOUTH CAMPUS, UNIVERSITY OF DELHI, BENITO JUAREZ MARG, DHAULA KUAN, NEW DELHI-110021.*

### ***For Eligibility for Lectureship/ Assistant Professorship::***

*EDUCATION OFFICER, UNIVERSITY GRANTS COMMISSION, SOUTH CAMPUS, UNIVERSITY OF DELHI, BENITO JUAREZ MARG, DHAULAKUAN, NEW DELHI-110021.*

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Help Line No.  
**0120-6895200**

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## ***National Testing Agency***

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(An autonomous organization under the Department of Higher Education,  
Ministry of Human Resource Development, Government of India)

### **Address for Correspondence:**

Block C-20/1A/8, Sector 62, Gautam Budh Nagar,  
Noida -201309 (UP)

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Help Line : For Technical support, contact at  
Ph.: 0120-6895200; or send us the query through  
Query Redressal System (QRS) in Candidates login.

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Website: [www.nta.ac.in](http://www.nta.ac.in), [csirnet.nta.nic.in](http://csirnet.nta.nic.in)