



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment



2022

Information Bulletin



CMAT-2022

Common Management

Admission Test- 2022

 nta.ac.in

 cmat.nta.nic.in

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.

Index

S. No	Particulars	Page No.
A	Important Information and Dates at a Glance	1
B	Introduction	4
1	About National Testing Agency (NTA)	4
2	About Common Management Admission Test (CMAT)	4
3	Common Management Admission Test (CMAT)-2022	4
4	Scheme of Examination	5
5	Eligibility Criteria for CMAT-2022	6
6	Reservations	6
7	Facilities for PwD candidates to appear in the exam	8
8	Choice of Cities for Exam Centre	9
9	General Instructions	10
10	Registration and Application Process	12
11	Admit Card for CMAT-2022	17
12	Procedure for appearing in Computer Based Test (CBT)	18
13	Conduct of the Examination	18
14	Test Practice Centres (TPCs)	20
15	Caution Notice & Non-Disclosure Agreement (India)	20
16	Unfair Means Practices and Breach of Examination Rules	21
17	Display of Recorded Responses	22
18	Display of Provisional Answer Key for Challenges	22
19	Declaration of Results	22
20	Correspondence with NTA	23
21	Query Redressal System	23
22	Common Services Centres/Facilitation Centres (Annexure-VI)	24
23	Weeding Out Rules	24
24	Legal Jurisdiction	24
ANNEXURE		
I	Processing Charges & Goods & Service Taxes (GST) and procedure for payment	25
II	Certificate regarding physical limitation to write in an examination	27
III	List of examination cities for CMAT 2022	28
IV	Computer Based Test (CBT)	31
V	NTA: Test Practice Centres (TPCs)	35
VI	Common Services Centres/Facilitation Centres	36
VII	Normalization procedure based on Percentile Score	37
VIII	Replica of Application Form	41

IMPORTANT INFORMATION AND DATES AT A GLANCE

(Please refer to Information Bulletin for details)

1. Dates, fee details and Application Procedure:

Online registration and submission of Application Form (complete in all respect) through NTA Website: cmat.nta.nic.in	16 February 2022 – 17 March 2022
Last date for successful transaction of Examination fee (through SBI/ HDFC Credit Card/ Debit Card/Net Banking & Paytm Payment Modes upto 11:50 pm)	18 March 2022

Fee payable for CMAT – 2022 (through Credit Card /Debit Card (except Master/Visa Card) / Net-Banking/UPI)		
General (UR)	Male- ₹ 2000/-	Female- ₹ 1000/-
Gen-EWS/ SC/ST/PwD /OBC-(NCL)	Male- ₹ 1000/-	Female- ₹ 1000/-
Third gender	₹ 1000/-	
*Applicable service/processing charges & GST over and above the Examination fee, are to be paid by the candidate to the concerned Bank/ Payment Gateway Integrator (For details refer to Annexure -I).		

Correction in the Particulars of Application Form online only	19 March 2022 - 21 March 2022	
Downloading of Admit Cards by the candidate's from NTA website	To be announced on the website	
Date of Examination	To be announced later through website.	
Duration of Examination	180 minutes (3.00 hours)	
Timing of Examination	09:00 AM to 12:00 PM	03:00 PM to 06:00 PM
Exam Centre	As indicated on the Admit Card	
Display of Recorded Responses and Provisional Answer Keys on the Website for inviting challenges	To be announced later through website.	
Declaration of Result on NTA Website	Will be intimated later through website.	
Website	cmat.nta.nic.in / www.nta.ac.in	

[Note: (i) Multiple Application Forms submitted by a candidate will not be accepted at any cost. (ii) The fee can be submitted only online through Net Banking, Credit Card, Debit Card, UPI or Paytm Services. Processing charges and GST as applicable are chargeable to the candidate (in addition to the Examination fee) by the concerned Bank/Payment Gateway Integrator. For details / procedure, please see Annexure-I]

2. Candidates must read carefully the Instructions (including how to fill up Application Form online) given in the Information Bulletin available on the NTA Website. Candidates not complying with the Instructions shall be summarily disqualified.
3. Candidates can apply for **CMAT 2022 through "Online" mode only. The Application Form in any other mode will not be accepted.**
4. **Only one application is to be submitted by a candidate. More than one application i.e. multiple Application Forms submitted by a candidate will not be accepted.**
5. **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 own Email Id and Mobile No.
 - Step-2:** Fill in the Online Application Form and note down the system generated Application Number. Upload scanned images of: (i) a recent photograph (file size 10Kb – 200Kb) either in colour or black & white with 80% face (without

mask) visible including ears against white background; (ii) candidate's signature (file size: 4kb - 30kb); (iii) PwD certificate (file size: 50kb to 300kb), if applicable.

Step-3: Pay fee using **SBI/HDFC Bank/Paytm Payment Gateway through Net Banking/Debit Card/Credit Card/UPI/Wallet** and keep proof of fee paid.

- ❖ Download, save and print a copy of Confirmation Page of the Application Form (which would be downloadable only after successful remittance of fee) for future reference.
 - ❖ All the 3 Steps can be done together or at separate timings. The submission of Application of a candidate could be considered as successful and his/her candidature would be confirmed only on the successful transaction/receipt of the prescribed application fee from him/her.
6. The Confirmation Page of the online Application Form will be generated **only after successful payment by the Candidate.**
 - In case the Confirmation Page is not generated after payment of fee, then the candidate should approach the concerned Bank/Payment Gateway (in the helpline no. and email given in Annexure- I of the Information Bulletin) for ensuring the successful payment or for obtaining the refund of duplicate / multiple payments.
 - However, if inspite of above action payment has not been successfully made it means that the transaction has not been completed and the amount not reflected in the NTA account. Such amount will be refunded to concerned Credit/Debit Card within a reasonable time. **Therefore, such candidates have to pay the fee once again and ensure the OK fee status.**
 7. Candidates shall ensure that the information entered by them in their respective online Application Form is correct.
 8. Information provided by the candidates in their respective online Application Forms, like, name of candidate, contact/ address details, category, PwD status, educational qualification details, date of birth, choice of exam cities, etc. will be treated as final. Any request for change in such particulars after the closure of correction period will not be considered by NTA under any circumstances.
 9. *NTA does not edit /modify/alter any information entered by the candidates under any circumstances. Any request for change in information after submission of Application Form will not be entertained. Therefore, candidates are advised to exercise utmost caution for filling up correct details in the Application Form.*
 10. *NTA disclaims any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online Application Form.*
 11. Candidates must ensure that their email address and mobile number to be registered in their online Application Form are their own, as relevant/important information/ communication will be sent by NTA through e-mail on the registered e-mail address and / or through SMS on registered mobile number only. NTA shall not be responsible for any non-communication / mis-communication with a candidate in the email address or mobile number given by him/her other than his/her own.
 12. Candidates are advised to visit the NTA Website and check their e-mails regularly for latest updates.
 13. Candidates shall appear at their own cost at the Examination Centre on the Date, Shift and time indicated on their Admit Cards issued by the NTA in due course through its Website.

Note:

- i. *The final submission of Online Application Form will remain incomplete if Step-2 and step-3 are not complete. Such forms will stand rejected and no correspondence on this account will be entertained.*
- ii. *No request for refund of fee once remitted by the candidate will be entertained by NTA under any circumstances.*
- iii. *The entire application process for **CMAT 2022** is online, including uploading of scanned images, payment of fees, and printing of confirmation page, admit card, etc. **Therefore, candidates are not required to send/submit any document(s) including confirmation page to NTA through Post/ Fax/WhatsApp/Email/by Hand.***
- iv. *Usage of Data and Information: NTA/Government of India can use the data provided by the End Users (test taker in this case) for internal purpose(s) including training, research and development, analysis and other permissible purpose(s). However, this information is not for use by any third party or private agency for any other use.*

Brief Advisory regarding COVID-19 Pandemic:

Candidates are advised to carry only the following with them into the Examination venue:

- a) Admit Card along with Self Declaration (Undertaking) downloaded from the NTA Website (a clear printout on A4 size paper) duly filled in.
- b) A simple transparent Ball Point Pen.
- c) Additional photograph, to be pasted on Attendance Sheet
- d) Personal hand sanitizer (50 ml).
- e) Personal transparent water bottle.
- f) ID Proof
- g) Sugar tablets/fruits (like banana/apple/orange) in case the candidate is diabetic.

Note:

1. Candidate shall ensure that the information (like, his/her name, mother's name, father's name, gender, date of birth, category, PwD status, mobile number, email address, photograph and signature, choice of cities for exam centre, etc.) provided by them in their online Application Form are correct and of their own. **Candidates are advised to exercise utmost care for filling up correct details in the Application Form.** Any request for change in the particulars after the closure of correction period will not be considered by NTA under any circumstances. **Corrections sent by the candidate through Post/ Fax/WhatsApp/Email/by Hand will not be entertained by NTA.**
2. In case it is found at any time in future that the Candidate has used / uploaded the photograph and signature of someone else in his/ her Application Form / Admit Card or he/she has tampered his/her Admit Card / result, these acts of the candidate shall be treated as Unfair Means (UFM) Practices on his/her part and he/she shall be proceeded with the actions as contemplated under the provisions of the Information Bulletin relating to Unfair Means Practices.
3. Candidates are NOT allowed to carry Instruments, Geometry or Pencil box, Handbag, Purse, any kind of Paper/ Stationery/ Textual material (printed or written material), Eatables (loose or packed), Mobile Phone/ Earphone/ 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. Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited
4. If any candidate is in possession of any of the above item, his/ her candidature will be treated as unfair means and lead to cancellation of the current Examination & also debar the candidate for future examination(s) & the material will be seized.

Common Management Admission Test (CMAT) **For Academic Session 2022-2023**

Introduction

1. About National Testing Agency (NTA)

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

The National Testing Agency (NTA) has been entrusted by the Ministry of Education with the task of conducting the Common Management Admission Test (CMAT) w.e.f 2019.

2. About Common Management Admission Test

The Common Management Admission Test (CMAT) is a National Level Entrance Examination for admission to management programmes in the country. This Test facilitates AICTE Affiliated/ Participating Institutions to select suitable graduate candidates for admission to the Management Courses in such Institutions.

Till 2018, the Test was conducted by All India Council for Technical Education (AICTE). NTA is conducting this Test since 2019.

The CMAT-2022 will be conducted by the NTA. The CMAT is a **three** hours Computer Based Online Test which is conducted to evaluate the candidates ability across various segments like *Quantitative Techniques and Data Interpretation, Logical Reasoning, Language Comprehension, General Awareness and Innovation & Entrepreneurship*.

The CMAT score is accepted by all AICTE- Approved Institutions / University Departments / Constituent Colleges /Affiliated Colleges.

3. Common Management Admission Test (CMAT)-2022

3.1 CMAT-2022 will be conducted by NTA as **three** hour entrance Examination in Computer Based Test (CBT) mode to evaluate the candidates' ability across various segments like *Quantitative Technique and Data Interpretation, Logical Reasoning, Language Comprehension, General Awareness and Innovation & Entrepreneurship*, for admission to the Management Courses in the Academic Session 2022-23. The participating Institutes of CMAT-2022 are the Institutions which will be accepting the CMAT Score.

3.2 NTA does not verify the information provided by the candidates during online registration and hence candidature will be **purely provisional** subject to fulfillment of eligibility criteria as per AICTE norms.

3.3 NTA has no role in counselling for admission to the Management Programmes.

Candidates must apply separately to the desired CMAT-2022 participating Institutions with the CMAT Score 2022. Thereafter, each Participating Institutions will release their respective cut off CMAT Scores which a candidate should meet to get qualified for admission to that particular Institution. Once qualified, the candidate will have to comply with the selection procedure of that particular Institution, which may comprise of Group Discussion (GD) and Personal Interview (PI). The final selection of the candidate will be based on the candidate's performance in GD & PI.

3.4 Candidates are advised to read the details of the admission process of each Participating Institute of CMAT-2022 on their respective websites.

4. Scheme of Examination

4.1 Pattern of Examination

Type of questions	No. of questions	Maximum Marks
Quantitative Techniques and Data Interpretation	20	80
Logical Reasoning	20	80
Language Comprehension	20	80
General Awareness	20	80
Innovation & Entrepreneurship	20	80
Total	100	400

4.2 Syllabus:

The syllabus for the exam will be as per prescribed by AICTE.

4.3 Medium of Question Paper:

The medium of **Question Paper shall be in English only.**

4.4 Marking Scheme:

- i) Each question carries 04 (four) marks.
- ii) For each correct response, candidate will get 04 (four) marks.
- iii) For each incorrect response, 01 (one) mark will be deducted from the total score.
- iv) Un-answered/un-attempted will be given no marks.
- v) To answer a question, the candidate needs to choose one option as correct option.
- vi) However, after the process of Challenges of the Answer Key, in case there are multiple correct options or change in key, only those candidates who have attempted it correctly as per the revised Answer key will be awarded marks.
- vii) In case a Question is dropped due to some technical error, full marks shall be given to all the candidates irrespective of the fact who have attempted it or not.

5. Eligibility Criteria for CMAT-2022

5.1 The candidate must hold a Bachelor's Degree in any discipline. Candidates appearing for the final year of Bachelor's Degree, whose result will be declared before commencement of admission for academic year 2022-23, can also apply for CMAT-2022.

5.2 The candidate must be a citizen of India.

5.3 There is no age restriction for appearing in CMAT - 2022.

All the programs of study covered under Uttar Pradesh State Entrance Examination (UPSEE), which was conducted by Dr. A.P.J. Abdul Kalam Technical University (AKTU), Lucknow, will also be conducted by National Testing Agency w.e.f. 2021 onwards.

For the Academic Year (2022), Dr. APJ Abdul Kalam Technical University, Lucknow will use the score sheet of CMAT-2022 for admission to MBA (Master of Business Administration) Course in its affiliated Colleges across the State of Uttar Pradesh.

6. Reservations

6.1 In the case of Institutes run by the Central Government, the reservation would be applicable as mentioned below:

- (i) **15%** of the seats Scheduled Castes (SC) candidates
- (ii) **7.5%** seats for Scheduled Tribes (ST) candidates
- (iii) **27%** seats for Other Backward Classes (OBC) Non-Creamy Layer (NCL) candidates as per the Central List*
- (iv) **10%** of the seats for **General Economically Weaker Sections (General - EWS)** candidates
- (v) Persons with Disability (PwD) with 40% or more disability

6.2 Each category will have **5%** reservations for the candidates with 40% or more disability as defined in Section 2 (r) and (zc) of Persons with Disabilities (RPwD) Act, 2016.

6.3 In the case of the Institutes run/aided/recognized by State Governments, the reservation policy of the respective State Governments shall be applicable.

Notes:

1. The benefit of reservation for admission to Central Educational Institutions (CEIs) shall be given only to those classes/castes/tribes which are in the respective Central List published by the Government of India from time to time.
2. **Other Backward Classes - Non-Creamy Layer (OBC–NCL) are 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. 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.*
3. **Economically Weaker Section (EWS)** - This provision would be regulated as per the OM No. 20013/01/2019-BC-II dated January 17, 2019 issued by the Ministry of Social Justice and Empowerment and the OM No. 12-4/2019-U1 dated 17.01.2019 as well as the Letters No 35-2/2019-T.S.I dated 21.01.2019, 01.02.2019, 04.02.2019 and 15.02.2019 of MHRD Department of Higher Education regarding implementation of reservation for Economically Weaker Section (EWS) for admission in Central Educational Institutions

Provisions relating to Persons with Disability (PwD):

As per Section 2(t) of the RPwD Act, **“Persons with Disability (PwD)”** means a person with long term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.

According to Section 2(r) of the RPwD Act, 2016, **“persons with benchmark disabilities”** means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.

The **“specified disabilities”**, which are included in the Schedule of the RPwD Act, are as follows:

S. No.	Category	Type of Disability	Specified Disability
1.	Physical Disability	Locomotor Disability	a. Leprosy cured person, b. cerebral palsy, c. dwarfism, d. muscular dystrophy, e. acid attack victims.
		Visual Impairment	a. blindness, b. low vision
		Hearing Impairment	a. deaf, b. hard of hearing
		Speech & Language Disability	Permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.
2.	Intellectual Disability		a. specific learning disabilities/perceptual disabilities: Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia & Developmental Aphasia) b. autism spectrum disorder
3.	Mental Behaviour		a. mental illness

4.	Disability caused due to	i.Chronic Neurological Conditions	a. multiple sclerosis b. Parkinson's disease
		ii. Blood disorder	a. Haemophilia, b. Thalassemia, c. Sickle cell disease
5.	Multiple Disabilities		More than one of the above specified disabilities including deaf blindness

7. Facilities for PwD candidates to appear in the exam

As per the guidelines issued by the Department of Empowerment of Persons with Disabilities (Divyangjan) under Ministry of Social Justice & following facilities will be made available to Person with Benchmark Disability:

- a. In case of persons with benchmark disabilities in the category of blindness, locomotor disability (both arms affected-BA) and cerebral palsy, holding a disability certificate in the format prescribed in Annexure- II, the facility of scribe/reader/lab assistant shall be given, if so desired by the person.

In the case of other category of person with benchmark disability the provision of scribe/reader/lab assistant can be allowed on production of certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write examination on his/her behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Govt. Healthcare Institution as per Profoma at Annexure-II.

NTA will arrange for providing scribe to such candidates based on the requirement indicated in their Application Form.

- b. *Compensatory time* of **one hour** for Examination of **three hours** duration would be provided, whether such candidate with benchmark disability uses the facility of Scribe or not.

The NTA does not guarantee any change in the category or sub-category (PwD status) after the submission of the Online Application Form, and in any case, no change will be entertained by NTA after the declaration of CMAT 2022 NTA Scores. Therefore, the candidates are advised to fill in the category / sub-category column very carefully.

Note: PwD certificate (file size: 50kb to 300kb) may be uploaded while filling in the Application Form.

Services of a Scribe

As per the office memorandum of the Ministry of Social Justice and Empowerment (Reference: F.No. 34-02/2015-DD-III dated August 29, 2018), the PwD candidates who are visually impaired OR dyslexic (severe) OR have a disability in the upper limbs OR have lost fingers/hands thereby preventing them from properly operating the Computer Based Test platform may avail the services of a scribe (amanuensis).

The scribe will help the Candidate in reading the questions and/or keying in the answers as per the directions of the Candidate. A scribe will NEITHER explain the questions NOR suggest any solutions.

PwD candidates who desire to avail the services of a scribe need to opt for this during the online registration of CMAT – 2022.

It is to be noted that the Scribe will be provided by the National Testing Agency only. The candidates will NOT be allowed to bring his/her own scribe.

If it is found at any stage that a candidate has availed the services of a scribe and/or availed the compensatory time, but does not possess the extent of disability that warrants the use of a scribe and/or grant of compensatory time, the candidate will be excluded from the process of evaluation, ranking, counseling, and admission. In case such a candidate has already been admitted to any Institution, the admission of the candidate will be cancelled.

Note:

1. The minimum degree of disability should be **40% (Benchmark Disability)** in order to be eligible for availing reservation for persons with specified disability.
2. The extent of “specified disability” in a person shall be assessed in accordance with the “Guidelines for the purpose of assessing the extent of specified disability in a person included under the **Rights of Persons with Disabilities Act, 2016 (49 of 2016)**” notified in the Gazette of India by the Ministry of Social Justice and Empowerment [Department of Empowerment of Persons with Disabilities (Divyangjan)] on 4 January 2018.
3. No change in the category will be entertained after the last date specified by NTA for CMAT - 2022 Registration.

Candidates must note that the benefit of reservation will be given to them subject to verification of documents. If it is discovered at any stage that a candidate has used a false/fake/incorrect document, or has furnished false, incorrect, or incomplete information, in order to avail the benefit of reservation, then such a candidate shall be excluded from all admission processes. In case such a candidate has already been given admission, the admission shall stand cancelled.

8. Choice of Cities for Exam Centre

- 8.1 The City of Examination Centres where the test shall be conducted are given at Annexure-III. **It is mandatory for candidates to select four cities of their choice while filling Online Application Form of CMAT 2022.** 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 logistic & administrative reasons, a different city of nearby area may be allotted.
- 8.2 The City of Examination once chosen and allotted cannot be changed (after the closing of the correction window) and any request in this regard will not be entertained.

8.3 NTA will allocate the Examination centre in the chosen city, which will be mentioned in the Admit Card.

9. General Instructions

9.1 CMAT 2022 is an Examination for Admission to Management Programme Courses for 2022-23 Academic Session.

9.2 Merely appearing in CMAT 2022 does not make a candidate qualified and eligible for admission in Institutions and it does not confer any automatic rights to secure a PG seat.

9.3 Online Registration begins on 16 February 2022 onwards and must be completed by 17 March 2022.

9.4 Fee can be deposited by the candidates till 18 March 2022 upto 11:50 pm.

9.5 However, registered candidates can edit their particulars in certain field during the correction window between 19 March 2022 to 21 March 2022 upto 11:50 pm. No new registrations will be entertained during the correction period.

9.6 Applications of candidates producing false or fabricated information will not be considered and candidates may be debarred from appearing in any future examinations conducted by NTA/AICTE.

9.7 Before initiating registration process, candidates should go through the Information Bulletin carefully for eligibility criteria, scheme, and pattern of Examination etc. Any queries and other issues will only be entertained if the requested information is not given in the Information Bulletin.

9.8 Incomplete application, if not in accordance with instructions, will not be considered and is liable to be rejected. Applicant should carefully fill up all the fields during registration process correctly. Application cannot be modified/edited, after the closing of correction window period.

9.9 **The Examination Fee once paid will neither be refunded nor be carried forward under any circumstances.**

9.10 NTA/AICTE reserves the right to withdraw permission, if any, granted inadvertently to any candidate who is not eligible to appear in CMAT 2022 even though Admit Card/Registration Number has been issued or is displayed on website.

9.11 Candidates must verify criteria of eligibility for admission from the respective institutions where they want to seek admission.

9.12 The existing schedule, pattern, policy and guidelines are for ready reference only

but in no way, they are or are ought to be treated as representative or acknowledgment of fact that NTA/AICTE is bound to follow the same in future.

- 9.13 In case of any ambiguity in interpretation of any of the instructions/terms and conditions/ rules/criteria regarding the determination of eligibility/conduct of examinations/ registration of candidates/information contained herein, the interpretation of the NTA/AICTE will be final and binding.
- 9.14 Requests shall not be entertained for change in date or subject of examination.
- 9.15 Absentees from the Examination will forfeit their Examination fee. No further communication will be acknowledged in this regard.
- 9.16 Result for CMAT 2022 will be available on the website cmat.nta.nic.in only.
- 9.17 Candidates should ensure before applying for online registration that their degree is recognized as per provisions of AICTE. If it is found at any time that degree is not recognized, the candidature/result of the candidate shall be cancelled.
- 9.18 **All the correspondence should be addressed by e-mail.** The e-mail query shall be addressed only if it is not anonymous and contains the name, postal address and contact number of the sender. An e-mail 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 themselves to be representative, associates or officiates of the applicant candidate.
- 9.19 The following information shall not be revealed by phone or email:
- a. Internal documentation /status of NTA
 - b. Internal decision-making process of NTA/AICTE, Any claim/counter claim thereof
 - c. Dates and venue of internal meetings or name of the staff/officers dealing.
 - d. Any information which in the opinion of NTA/AICTE cannot be revealed.
- 9.20 Terms & Conditions of CMAT 2022 as mentioned in the Information Bulletin shall apply.
- 9.21 CMAT 2022 will be conducted by NTA at exam centers engaged for the purpose. Candidates are advised to familiarize themselves with the route and location of the exam centre. (Refer to Annexure III for List of Exam cities)
- 9.22 Candidates are advised to look into the website cmat.nta.nic.in regularly for various information, updates and notices pertaining to CMAT 2022 examination.
- 9.23 Kindly note that by registering for the CMAT 2022, candidates are covered by Non-Disclosure Agreement (NDA). As per NDA, candidates cannot disclose any question or contents of question paper in part or otherwise with any person or party or website or such other media/publication. Any act in breach of the NDA

shall be liable for penal action as per law. Kindly note that this is a punishable offence and shall lead to cancellation of candidature.

- 9.24 Candidates are deemed to have read, agreed and accepted the contents of Information Bulletin and the terms and conditions in the information bulletin for CMAT 2022 on completing the registration/Online Application Form by the candidates.
- 9.25 Candidates can register for **CMAT 2022 only once**.
- 9.26 Possession/Use of mobile phone or any such electronic devices is strictly prohibited in the premises of CMAT 2022 Test Centers. Candidates shall be liable for penal action for Possession/ Use of Mobile phones/ Electronic devices.
- 9.27 The jurisdiction for court cases/disputes shall be within the exclusive jurisdiction of **competent courts at Delhi/New Delhi only**.

10. Registration and Application Process

Instructions for filling online Application Form

- 10.1 Candidates have to apply for CMAT-2022 “Online” ONLY by accessing the website: cmat.nta.nic.in. The Application Form other than online mode would not be accepted in any case. 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.
- 10.2 It is suggested that the candidate should keep the following ready before starting the filling of the Application Form:
- A computer with proper internet connectivity
 - The particulars of a valid Government ID proof
 - The Date of Birth (as mentioned in Class X Board Certificate)
 - Govt Identity Details like Aadhaar Number (last 4 digits)/Election Card (EPIC No.)/Passport number/Ration Card Number/ Bank Account Number/PAN Number/ Other valid Govt IDs.
 - Educational/Qualification details
 - Scanned clear passport photograph in JPG/JPEG format (size between 10 kb–200 kb) either in colour or black & white with 80% face (without mask) visible including ears against white background
 - Scanned clear signature in JPG/JPEG format (size between 4 kb–30 kb)
 - PwD certificate (file size: 50kb to 300kb), if applicable..
 - List of City of your choice (Refer Annexure-III for Cities)
 - Bank account details for payment of fee.
 - A valid e-mail Id as important communications will be made on this e-mail Id
 - A valid mobile number as important information via SMS will be sent to this number
 - A valid debit/credit card or Net banking account for ONLINE payment.

- 10.3 Information Bulletin should be downloaded and read carefully by the candidate to be sure about his/her eligibility and acquaint themselves with requirements for submission of Online Application Form.
- 10.4 In order to avoid correction in the particulars in later stage, the candidate should *exercise utmost caution while filling up correct details.*
- 10.5 Follow following Steps may be followed to Apply Online:

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

Step-2: Fill in the Online Application Form and note down the system generated Application Number. Upload scanned images of: (i) the recent photograph (file size 10Kb – 200Kb) either in colour or black & white with 80% face (without mask) visible including ears against white background; (ii) candidate's signature (file size: 4kb - 30kb) (iii) PwD certificate (file size: 50kb to 300kb), if applicable.

Step-3: Pay fee using **SBI/HDFC Bank/Paytm Payment Gateway through Net Banking/Debit Card/Credit Card/UPI/Wallet** and keep proof of fee paid.

All the 3 Steps can be done together or at separate timings. The submission of Application of a candidate could be considered as successful and his/her candidature would be confirmed only on the successful transaction/receipt of the prescribed application fee from him/her.

Note:

- (i) The final submission of Online Application Form will remain incomplete if Step - 2 and Step-3 are not completed, such Application Forms will stand rejected and no correspondence on this account will be entertained.
- (ii) No request for refund of fee once remitted by the candidate will be entertained.
- (iii) The entire application process of CMAT-2022 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.
- (iv) Candidates are advised to keep visiting the NTA's website regularly for latest updates and to check their e-mails.
- (v) The NTA can make use of the data generated for the purpose of research and analysis.
- (vi) All the candidates who have submitted the online application and paid the Examination fee till last date will be allowed to appear in CMAT-2022 and their Admit Cards will be uploaded on the website as per schedule.
- (vii) NTA does not verify the information filled by the candidates in the Application Form nor verifies any certificate of category/educational qualification for deciding the eligibility of candidates.
- (viii) The certificates of educational qualification and category (if applied under reserved category) will be verified by the concerned institution. The candidates are, therefore, advised to ensure their eligibility and the category (if applying under reserved category).
- (ix) The NTA will, in no way, be responsible for any wrong/incorrect information furnished by the candidate(s) in his/her Online Application Form. The letter/emails/WhatsApp Message/Public Grievance in this regard will not be entertained by the NTA.

10.6 Procedure for Filling Application Form

Part 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:**
Provide Candidate's Name, Mother's Name, Father's Name as given in the Secondary School Examination or equivalent Board/ University Certificate in **capital letters**.
No prefix in the name of the candidate is allowed.
- (ii) **Date of Birth: dd/mm/yyyy**
Provide Candidate's date of birth 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

PART II: Fill in the complete Application Form

Fill in the complete Application

Note:

- (i) **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).** 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.**
- (ii) **Economically Weaker Section (EWS) -** As per the OM No. 20013/01/2019-BC-II dated January 17, 2019 issued by the Ministry of Social Justice and Empowerment and the OM No. 12-4/2019-U1 dated 17.01.2019 as well as the Letters No 35-2/2019-T.S.I dated 21.01.2019, 01.02.2019, 04.02.2019 and 15.02.2019 of MHRD Department of Higher Education (which is now known as Ministry of Education) regarding implementation of reservation for Economically Weaker Section (EWS) for admission in Central Educational Institutions.
- (iii) Provide complete postal address with PIN Code (Correspondence 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.

Choice of Cities for Examination Centres: The City of Examination Centres where the test shall be conducted are given at **Annexure-III**. **It is mandatory for candidates to select four cities of their choice while filling Online Application Form of CMAT 2022.** 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.

Uploading of scanned images

(i) Candidate's Photograph: to be uploaded

- Photograph should not be with cap or goggles. Photograph should cover 80% face (without mask) visible including ears against white background.
- Spectacles are allowed 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.**
- **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 unfairmeans and the candidate would be dealt with accordingly.**
- 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.

Note: Passport size photograph is to be used for uploading on Online Application Form and also 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 candidates are required to upload the full signature in **running hand** writing in the appropriate box given in the Online Application Form. 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.

- **The candidate should put his full signature on white paper with Blue/Black Ink pen and scan for uploading.**
- File size must be between 04 kb to 30 kb.

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

(iii) Candidate's PwD Centrifcate, if applicable.

10.7 Check List for filling the Online Application Form:

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

- (i) Whether they fulfill the eligibility conditions for the Test as prescribed under the heading '**Conditions of Eligibility**'.
- (ii) That they have filled their gender and category viz General/OBC (Non-Creamy Layer)/SC/ ST/Gen-EWS/ Male/Female/Third gender, in the relevant column correctly.
- (iii) That they have filled their **Subject and City of Examination** 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.

10.8 Important Points to Note:

- (i) The Candidates should fill their complete postal address with PIN Code for further correspondence.
- (ii) 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.**
- (iii) The Candidate should not give the postal address, Mobile Number or e-mail ID of Coaching Centre in the Online Application Form.
- (iv) In order to appear in CMAT, 2022, 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: cmat.nta.nic.in.**
- (vi) **Online Application Form cannot be withdrawn once it is submitted successfully.**
- (vii) Application Form of candidates who do not fulfill 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 after closing of the correction window.**

***Note:** However, a chance will be given to the candidates to correct/modify/edit some of the particular(s) of the Application Form online only, during 19 March 2022 to 21 March 2022 (Correction window).*

- (x) The City of Examination Centres where the test shall be conducted are given in the Information Bulletin. The Cities indicated for the entrance Examination should be carefully chosen by the candidate, as no change will be allowed once application is submitted.
- (xi) Selection of a candidate in the test is provisional, subject to being found otherwise eligible for admission.
- (xii) 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.
- (xiii) 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:

- ❖ **At least four printouts 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 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.**

10.9 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, Election Card (EPIC No.), Bank Account number or any other valid Government identity number.

11. Admit Card for CMAT-2022

The Admit Card is issued provisionally to the candidates, subject to their satisfying the eligibility conditions.

The candidate has to download the Admit Card from the NTA website and appear for the Examination at the given Centre on Date, timing and discipline as indicated in their Admit Card.

No candidate will be allowed to appear at the Examination centre, on Date and timing other than that allotted to them in their Admit Card.

In case candidates are unable to download Admit Cards from the website, they may approach the Help Line between 10:00 am to 5:00 pm.

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 Admit Card and Confirmation Page, the candidate may immediately **approach the Help Line between 10:00 am to 5:00 pm. In such cases, candidates would appear in the Examination with the already downloaded Admit Card. However, NTA will take necessary action to make correction in the 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 CMAT-2022 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 fulfill 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.*

12. Procedure for appearing in Computer Based Test (CBT)

The detailed procedure for CBT are provided at Annexure-IV. Please read them carefully.

13. Conduct of the Examination

13.1 Important Instructions for Candidates

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

- a. Candidates MUST bring the following documents on the day of Examination at the test centre. Candidates who will not bring these will not be allowed to appear in the examination.
 - i. Print copy of Admit Card downloaded from NTA website
 - ii. One passport size photograph (same as uploaded on the Online Application Form) for pasting on the specific space in the attendance sheet at the Centre during the Examination
 - iii. Any one of the authorized Govt photo IDs (original, valid and non-expired), viz. PAN card/ Driving License/ Voter ID/ Passport/ Aadhaar Card (With photograph)/ Aadhaar Enrolment No/ Ration Card
 - iv. PwD certificate issued by the Competent Authority, if claiming the relaxation under PwD category.

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.

- b. The candidates shall report at the Examination Centre **two hours before the commencement of the Examination** so as to complete the registration formalities well before the time of exam.
- c. Registration desk will close 90 minutes prior to the examination. Candidates shall not be permitted to enter in the Examination Centre after 07:30 A.M for first shift and 01:30 P.M. for second shift.
- d. The candidates are advised to read the instructions on the Admit Card carefully and follow them strictly.
- e. Candidates should take their seat immediately after opening of the Examination hall on their allotted seat. If not 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.
- f. Any candidate found to have changed room/hall or the seat on his/her own

other than allotted would be considered as a case of Unfairmeans and the candidature shall be cancelled and no plea would be accepted.

- g. The candidate must show, on demand, the Admit Card for entry in the Examination room/hall. A candidate who does not possess the valid Admit Card shall not be allowed to enter the Examination centre.
- h. The candidate should ensure that the question paper available on the computer is as per the opted Subject Code/ Discipline indicated in the Admit Card. In case, the subject of question paper is other than the opted paper, the same may be brought to the notice of the Invigilator concerned.
- 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.
- j. Candidate shall appear at their own cost at the Centre on Date and time as indicated in their Admit Card issued by the NTA.
- k. No candidate, without the special permission of the Centre Superintendent or the Invigilator concerned, will leave his/her 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.
- l. Candidates should not be in possession of any material listed in the list of prohibited material.
- m. 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.
- n. The candidate must sign and paste the photograph on the Attendance Sheet at the appropriate place.
- o. 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.

13.2 Centres for CMAT-2022

- 1. The list of cities where Examination Centers are located is given at **Annexure –III**. Candidates shall appear at the centre as shown on their Admit Cards at their own cost. No TA, DA or any accommodation facility will be admissible for appearing in CMAT 2022.

2. Candidate has the option of choosing four cities for the Examination during the Online Application.
3. Candidates are advised to familiarize themselves with the location of test centre and plan travel time accordingly. Candidates have to reach the test centers on or before the reporting time. Candidates may note that late entry to the Examination premises is not permitted under any circumstances. NTA/AICTE shall not be responsible for any delayed arrival of the candidate in reaching the centre due to any reason.
4. Biometric information of all the candidates shall be captured.
5. Identity checks will be made upon arrival at the test centre to ensure that there are no unauthorized candidates appearing for the test. Candidates are required to cooperate with the security personnel for security checks.
6. Please note that only registered candidates will be allowed at the Examination Centre.
7. Friends or relatives accompanying the candidates shall not be allowed entry in the test centre under any circumstances and will not be allowed to contact the candidate while the Examination process is going on.

14. Test Practice Centres (TPCs)

As per the guidelines of the Ministry of Education NTA has set up, established and created 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). Details mentioned in the Annexure-V.

15. Caution Notice & Non-Disclosure Agreement (India)

15.1. CAUTION NOTICE

- a) Candidates are advised to refer to CMAT 2022 website cmat.nta.nic.in for authentic information and periodic updates about CMAT 2022.
- b) Candidates are advised not to be allured by various claims of any party or person or institute for qualifying CMAT 2022 Examination or securing seat.
- c) Candidates are advised to bring any such information to the notice to NTA by e-mail on cmat@nta.ac.in.

15.2. NON-DISCLOSURE AGREEMENT (NDA)

- a) CMAT-2022 is a proprietary Examination and is conducted by NTA on behalf of Govt. of India. The contents of this exam are confidential, proprietary and are owned by NTA/AICTE and explicitly prohibits the candidate from publishing, reproducing or transmitting any or some contents of this test, in whole or in part, in any form or by any means, verbal or written, electronic or mechanical or for any purpose. Hangouts, Blogs etc. using either one's own account or proxy account (s).

- b) By registering for and /or appearing in CMAT 2022, the candidate explicitly agrees to the above Non-Disclosure Agreement and general terms of use for CMAT 2022 as contained in this Information Bulletin & CMAT 2022 website cmat.nta.nic.in.
- c) Violation of any act or breach of the same shall be liable for penal action and cancellation of the candidature at the bare threshold.

16. Unfair Means Practices and Breach of Examination Rules

16.1 Definition

Unfair Means practice is an activity that allows a candidate to gain an unfair advantage over other candidates. It includes, but is not limited to:

- a) Being in possession of any item or article which has been prohibited or can be used for unfair practices including any stationery item, communication device, accessories, eatable items, ornaments or any other material or information relevant or not relevant to the Examination in the paper concerned;
- b) Using someone to write Examination (impersonation) or preparing material for copying;
- c) Breaching Examination rules or any direction issued by NTA in connection with CMAT 2022 examination;
- d) Assisting other candidate to engage in malpractices, giving or receiving assistance directly or indirectly of any kind or attempting to do so;
- e) Writing questions or answers on any material other than the answer sheet given by the Centre Superintendent for writing answers;
- f) Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the Examination time in the Examination Centre;
- g) Threatening any of the officials connected with the conduct of the Examination or threatening any of the candidates;
- h) Using or attempting to use any other undesirable method or means in connection with the examination;
- i) Manipulation and fabrication of online documents viz. Admit Card, Rank Letter, Self-Declaration, etc.;
- j) Forceful entry in /exit from Examination Centre/Hall;
- k) Use or attempted use of any electronic device after entering the Examination Centre;

- l) Affixing/uploading of wrong/morphed photographs/signatures on the Application Form/Admit Card/Proforma;
- m) Creating obstacles in smooth and fair conduct of examination.
- n) Any other malpractices declared as Unfair Means by the NTA.

Disclaimer- The decision of NTA shall be final and binding for declaration of any person / candidate guilty of foregoing or such offence as shall be classified as Unfair Means Case (UMC).

17. Display of Recorded Responses

The NTA will display the recorded responses and Question Paper attempted by the candidates on the NTA website cmat.nta.nic.in prior to declaration of result. The recorded responses are likely to be displayed for two to three days.

18. Display of Provisional Answer Key for Challenges

1. The NTA will display Provisional Answer Key of the questions on the NTA website: cmat.nta.nic.in, with a Public Notice issued to this effect on the said website, to provide an opportunity to the candidates to challenge the Provisional Answer Keys with a non-refundable online payment of Rs. 1000/- per question challenged as processing charges. The provisional Answer Keys are likely to be displayed for two to three days.
2. Only paid challenges made during stipulated time through key challenge link will be considered.
3. The NTA's decision on the challenges shall be final and no further communication will be entertained. NTA will not inform the Candidates individually about their challenges.
4. The subject experts will examine all the challenges received and then a final answer key will be displayed and declared.

19. Declaration of Results

The result will be compiled based on Final Answer Keys. No grievance with regard to Answer Key(s) after Declaration of Result of CMAT-2022 will be entertained. The raw (actual) marks obtained by a candidate will be considered further for computation of the Result of CMAT-2022. No Score Card will be dispatched to the candidates and the candidates are advised to download their Score Cards from the website: cmat.nta.nic.in only.

There is no provision for rechecking/re-evaluation/re-totaling of the result/score and no query in this regard will be entertained.

The National Testing Agency (NTA) is an Examination conducting body and will

provide CMAT Score 2022. The NTA does not collect the information regarding total number of seats available in the Institutions and reservation criteria followed by the Institutions.

Rules for tie-breaking: -

- A National Merit Ranking (All India Rank) will be arrived based on the Score secured against Total Score. In case scores are same for more than one candidate, the ranking will be done on sectional scores considered in the order of: - Quantitative Techniques & Data Interpretation, Logical Reasoning, Language Comprehension, General Awareness and Innovation & Entrepreneurship.
- Student having same Score shall be listed in a chronological (ascending) order as per their date of birth.
- **Candidates having same score would be given the same Merit**, and the Merit number would be increased by the same number i.e. if there are two candidates at Merit 2, Merit 3 would not be awarded to the next candidate but Merit 4 would be given.

20. Correspondence with NTA

All the correspondence should be addressed by e-mail to NTA on cmat@nta.ac.in. The email query shall be addressed only if it is not anonymous and contains the name, Registration/Application No, 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 in the opinion of NTA cannot be revealed.

21. Query Redressal System

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 CMAT 2022 Examination with (24x7) facility for speedy 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 response before mailing their queries on the official email id of CMAT i.e. cmat@nta.ac.in.

22. Common Services Centres/Facilitation Centres (Annexure-VI)

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.

23. Weeding Out Rules

The record of Common Management Admission Test (CMAT) - 2022 would be preserved upto 90 days from the date of declaration of result.

24. Legal Jurisdiction

All disputes pertaining to the conduct of CMAT- 2022 Examination including Results shall fall within the **jurisdiction of Delhi / New Delhi** only. Further, any legal question arising out of the Examination shall be entertained only when raised within 30 days from the declaration of result.

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

Annexure -I

1. Processing Charges and Goods and Service Taxes (GST) and Procedure for Payment of Fee Mode of Payment of Fee/ Service Provider and Service/Processing charges & GST

Prescribed Examination Fee (please see the Information at a Glance) can be paid through any Bank/Payment Gateway in any Payment Mode [service/processing charges per transaction & GST applicable @ 18 % are to be paid by the candidate, except for payment made through debit card (Visa/Master):

S. No	Mode of Payment	HDFC BANK		STATE BANK OF INDIA		PAYTM	
1	Net Banking	HDFC	NIL Charge	SBI			
		Other Banks	4.00 + GST	Other Banks	Rs 5.00+GST	Rs 4 +GST	
2	All Debit Card	HDFC or Other Banks	Transaction upto Rs 2000/-	0 %	Nil	Transaction upto Rs 2000/-	Only Rupay Card, No Charges
			Transaction above Rs 2000/-	0 %		Transaction above Rs 2000/-	Only Rupay Card, No Charges
3	Credit Card	Domestic	0.40% of Fee + GST	Domestic	0.80% of Fee+ GST (Minimum Rs 11/-)	Domestic (Minimum Rs. 12)	0.8%+GST
		International	Nil Charge	International	3.50% of Fee+ GST (Minimum Rs 11/-)	International	3.5%+GST
4	Unified Payment Interface (UPI)	Nil Charge				Transaction upto Rs 2000/-	0%
						Transaction above Rs 2000/-	0% + GST
						PAYTM Wallet Charge	1.10%+GST
						PAYTM Postpaid (Apply Now, Pay later)	1.50%+GST

2. Helplines:

(a) If Paying through State Bank of India (SBI):

Level	Name	Email ID	Contact Number
1	Helpdesk	dgmcs.cc@sbi.co.in	18004253800
2	Helpdesk3	sbi.05222@sbi.co.in	08026599990
3	Customer Care	agmcustomer.lhodel@sbi.co.in	1800112211
4	Through SMS	UNHAPPY (add text)	8008202020

(b) If Paying through HDFC Bank:

Level	Name	Email ID	Contact Number
1	Shri Vikram Singh	vikram.singh4@hdfcbank.com	9799810080
2.	Amit Singh	amit.singh26@hdfcbank.com	7428869770
3	Shri Ripon Bhattacharjee	ripon.bhattacharjee@hdfcbank.com	9625031697

(c) If Paying through PAYTM:

Level	Name	Email ID	Contact Number
1	Helpdesk	education.support@paytm.com	0120 4789525
2	Helpdesk	education.support@paytm.com	0120 4789526

(d) **NTA Helpdesk Contact details (incase the payment related issues are not resolved through the above-mentioned Helplines of the concerned Bank/Payment Gateway Integrator)**

Email: cmat@nta.ac.in.

Phone No.: 011-40759000

3. Procedure to raise payment related Grievance:

After (successful completion of all the Steps, Confirmation Page of the Application Form, should be downloaded and a printout of the same may be retained for future reference. The Confirmation Page of the online Application Form could be generated **only after successful payment by the Candidate.**

In case the Confirmation Page is not generated after payment of prescribed Fee, then the candidate should approach the concerned Bank/Payment Gateway integrator (in the helpline number and email given in Annexure- I of the Information Bulletin), for ensuring the successful payment.

In spite of above, if successful transaction is not reflected on the Portal, the candidate may contact NTA Helpline. If the payment issue is still not resolved, the candidate may pay second time.

However, any duplicate payment received from the candidate by NTA in course of said transactions will be refunded through the same payment mode through which the duplicate payment is received, after fee reconciliation by NTA.

4. Information to be provided by the Candidate while raising any payment related query/grievance through QRS/email/Helplines: -

- a. Name of the Bank and /or payment Gateway.
- b. Date and time of the transaction
- c. Transaction Number
- d. Bank Reference Number
- e. Proof of transaction
- f. Screenshot from the payment portal (incase of payment failure)

Annexure-II**Certificate regarding physical limitation to write in an examination**

Certificate No. _____ Dated _____

This is to certify that Mr./Ms. _____

Aged _____ Years, Son/Daughter of Mr./Mrs. _____

R/o _____

Affix Passport size
Photograph of the
candidate (same as
uploaded on the
Online Application
Form) duly attested
by the issuing
authority

with CMAT 2022 Application No. _____ and CMAT 2022 Roll No. _____

_____, has the following Disability (name of the Specified

Disability) _____ in (percentage) of _____

(in words) _____ (in Figures).

- **Please tick on the "Specified Disability"**

(Assessment may be done on the basis of Gazette of India. Extraordinary, Part-II, Section 3 Sub-section (ii), Ministry of Social Justice and Empowerment)

S. No.	Category	Type of Disability	Specified Disability
1.	Physical Disability	Locomotor Disability	a. Leprosy cured person, b. cerebral palsy, c. dwarfism, d. muscular dystrophy, e. acid attack victims.
		Visual Impairment	a. blindness, b. low vision
		Hearing Impairment	a. deaf, b. hard of hearing
		Speech & Language Disability	Permanent disability arising out of conditions such as laryngectomy or aphasia affecting one or more components of speech and language due to organic or neurological causes.
2.	Intellectual Disability		a. specific learning disabilities/perceptual disabilities: Dyslexia, Dysgraphia, Dyscalculia, Dyspraxia & Developmental Aphasia b. autism spectrum disorder
3.	Mental Behaviour		a. mental illness
4.	Disability caused due to	i. Chronic Neurological Conditions	a. multiple sclerosis b. Parkinson's disease
		ii. Blood disorder	a. Haemophilia, b. Thalassemia, c. Sickle cell disease
5.	Multiple Disabilities		More than one of the above specified disabilities including deaf blindness

This is to further certify that he/she has physical limitation which hampers his/her writing capabilities to write the Examination owing to his/her disability.

Signature _____

Name: _____

Chief Medical Officer/ Civil Surgeon/ Medical Superintendent
Government Health Care Institution with Seal

List of Examination Cities for CMAT-2022

STATE	S. NO.	CITY	CITY CODE
ANDAMAN AND NICOBAR	1.	PORT BLAIR	AN01
ANDHRA PRADESH	2.	GUNTUR	AP07
ANDHRA PRADESH	3.	KURNOOL	AP10
ANDHRA PRADESH	4.	NELLORE	AP11
ANDHRA PRADESH	5.	RAJAHMUNDRY	AP13
ANDHRA PRADESH	6.	TIRUPATHI	AP16
ANDHRA PRADESH	7.	VIJAYAWADA	AP17
ANDHRA PRADESH	8.	VISAKHAPATNAM	AP18
ARUNACHAL PRADESH	9.	ITANAGAR/NAHARLAGUN	AL01
ASSAM	10.	DIBRUGARH	AM01
ASSAM	11.	GUWAHATI	AM02
BIHAR	12.	BHAGALPUR	BR02
BIHAR	13.	DARBHANGA	BR04
BIHAR	14.	GAYA	BR05
BIHAR	15.	MUZAFFARPUR	BR06
BIHAR	16.	PATNA	BR07
CHANDIGARH/MOHALI	17.	CHANDIGARH/MOHALI	CH01
CHHATTISGARH	18.	BHILAI NAGAR/DURG	CG01
CHHATTISGARH	19.	RAIPUR	CG03
DELHI	20.	DELHI	DL01
GOA	21.	PANAJI	GO01
GUJARAT	22.	AHMEDABAD/GANDHINAGAR	GJ01
GUJARAT	23.	ANAND	GJ02
GUJARAT	24.	BHAVNAGAR	GJ03
GUJARAT	25.	BHUJ	GJ17
GUJARAT	26.	HIMATNAGAR	GJ14
GUJARAT	27.	JAMNAGAR	GJ06
GUJARAT	28.	MEHSANA	GJ08
GUJARAT	29.	RAJKOT	GJ10
GUJARAT	30.	SURAT	GJ11
GUJARAT	31.	VADODARA	GJ12
GUJARAT	32.	VALSAD/VAPI	GJ13
HARYANA	33.	AMBALA	HR01
HARYANA	34.	FARIDABAD	HR03
HARYANA	35.	GURUGRAM	HR04
HARYANA	36.	HISSAR	HR05
HIMACHAL PRADESH	37.	BILASPUR (HIMACHAL PRADESH)	HP01
HIMACHAL PRADESH	38.	HAMIRPUR (HIMACHAL PRADESH)	HP03
HIMACHAL PRADESH	39.	SHIMLA	HP06

STATE	S. NO.	CITY	CITY CODE
HIMACHAL PRADESH	40.	SOLAN	HP07
JAMMU AND KASHMIR	41.	JAMMU	JK02
JAMMU AND KASHMIR	42.	SRINAGAR	JK04
JHARKHAND	43.	DHANBAD	JH02
JHARKHAND	44.	JAMSHEDPUR	JH03
JHARKHAND	45.	RANCHI	JH04
KARNATAKA	46.	BELAGAVI(BELGAUM)	KK02
KARNATAKA	47.	BENGALURU	KK04
KARNATAKA	48.	DHARWAD/HUBBALLI(HUBLI)	KK10
KARNATAKA	49.	GULBARGA	KK08
KARNATAKA	50.	MANGALURU(MANGALORE)	KK12
KARNATAKA	51.	MYSURU(MYSORE)	KK14
KARNATAKA	52.	UDUPI/MANIPAL	KK17
KERALA	53.	ERNAKULAM	KL04
KERALA	54.	KOTTAYAM	KL11
KERALA	55.	KOZHIKODE	KL12
KERALA	56.	THIRUVANANTHAPURAM	KL17
KERALA	57.	THRISSUR	KL18
LADAKH	58.	LEH	LL01
LAKSHWADEEP	59.	KAVARATTI	LD01
MADHYA PRADESH	60.	BHOPAL	MP03
MADHYA PRADESH	61.	GWALIOR	MP06
MADHYA PRADESH	62.	INDORE	MP07
MADHYA PRADESH	63.	JABALPUR	MP08
MADHYA PRADESH	64.	SAGAR	MP12
MAHARASHTRA	65.	AHEMEDNAGAR	MR01
MAHARASHTRA	66.	AMRAVATI	MR03
MAHARASHTRA	67.	AURANGABAD (MAHARASHTRA)	MR04
MAHARASHTRA	68.	DHULE	MR10
MAHARASHTRA	69.	KOLHAPUR	MR14
MAHARASHTRA	70.	MUMBAI/NAVI MUMBAI	MR16
MAHARASHTRA	71.	NAGPUR	MR17
MAHARASHTRA	72.	NANDED	MR18
MAHARASHTRA	73.	NASHIK	MR19
MAHARASHTRA	74.	PUNE	MR22
MAHARASHTRA	75.	SOLAPUR	MR27
MAHARASHTRA	76.	THANE	MR28
MANIPUR	77.	IMPHAL	MN01
MEGHALAYA	78.	SHILLONG	MG01
MIZORAM	79.	AIZAWL	MZ01
NAGALAND	80.	DIMAPUR	NL01
NAGALAND	81.	KOHIMA	NL02
ODISHA	82.	BALASORE (BALESWAR)	OR02

STATE	S. NO.	CITY	CITY CODE
ODISHA	83.	BERHAMPUR-GANJAM	OR03
ODISHA	84.	BHAWANIPATNA / KALAHANDI	OR18
ODISHA	85.	BHUBANESWAR	OR04
ODISHA	86.	JEYPORE / KORAPUT	OR19
ODISHA	87.	SAMBALPUR	OR09
PUDUCHERRY	88.	PUDUCHERRY	PO01
PUNJAB	89.	AMRITSAR	PB01
PUNJAB	90.	BHATINDA	PB02
PUNJAB	91.	LUDHIANA	PB05
PUNJAB	92.	PATIALA/ FATEHGARH SAHIB	PB08
RAJASTHAN	93.	JAIPUR	RJ06
RAJASTHAN	94.	JODHPUR	RJ07
RAJASTHAN	95.	KOTA	RJ08
RAJASTHAN	96.	SIKAR	RJ09
RAJASTHAN	97.	UDAIPUR	RJ11
TAMIL NADU	98.	CHENNAI	TN01
TAMIL NADU	99.	COIMBATORE	TN02
TAMIL NADU	100.	MADURAI	TN08
TAMIL NADU	101.	TIRUCHIRAPPALLI	TN14
TAMIL NADU	102.	TIRUNELVELI	TN15
TELANGANA	103.	HYDERABAD	TL01
TELANGANA	104.	KARIMNAGAR	TL02
TELANGANA	105.	WARANGAL	TL07
TRIPURA	106.	AGARTALA	TA01
UTTAR PRADESH	107.	AGRA	UP01
UTTAR PRADESH	108.	ALIGARH	UP02
UTTAR PRADESH	109.	ALLAHABAD/PRAYAGRAJ	UP03
UTTAR PRADESH	110.	BAREILLY	UP04
UTTAR PRADESH	111.	GHAZIABAD	UP07
UTTAR PRADESH	112.	GORAKHPUR	UP08
UTTAR PRADESH	113.	JHANSI	UP10
UTTAR PRADESH	114.	KANPUR	UP11
UTTAR PRADESH	115.	LUCKNOW	UP12
UTTAR PRADESH	116.	MEERUT	UP14
UTTAR PRADESH	117.	MORADABAD	UP15
UTTAR PRADESH	118.	NOIDA/G NOIDA	UP09
UTTAR PRADESH	119.	VARANASI	UP18
UTTARAKHAND	120.	DEHRADUN	UK01
UTTARAKHAND	121.	HALDWANI	UK02
UTTARAKHAND	122.	ROORKEE	UK06
WEST BENGAL	123.	KOLKATA	WB10
WEST BENGAL	124.	SILIGURI	WB11

Computer Based Test (CBT)

- (a) A computer terminal (node) indicating Roll Number will be allotted to each candidate. Candidates should find and sit on their allotted computers only. Any candidate found to have changed room/hall or the computer on their own rather than the one allotted would be liable to cancellation of candidature and no plea in this regard would be entertained.
- (b) The computer terminal allotted to the candidate will display Welcome login screen, Candidate's photograph and DU subject opted by the candidate. For login, the candidate will have to enter login-ID and password.
- (c) After logging in, 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.

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, the candidate 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.

- (d) 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.
- (e) The Question Palette displayed on the right side of screen will show the status of each question using one of the following text/color codes/symbols.

-  - Questions not viewed
-  - Questions attempted
-  - Questions not attempted but viewed
-  - Question answered and Mark for Review
-  - Questions not attempted but viewed and Mark for Reviewed.

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 placing it under “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.

- (f) Candidate can click on an arrow/symbol 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 arrow/symbol which appears on the right side of question window.
- (g) Candidate can click 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.
- (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:

- i. 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.
- ii. Click on “Next” to save the answer of any question. Clicking on “Next” will save the answer for the current question and the next question will be displayed on the candidate’s computer screen.
- iii. Click on “Flag” 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:

Procedure for answering a multiple-choice type question:

- To select the option(s), click on the corresponding button(s) of the option(s)
- To deselect the chosen answer, click on the button of the chosen option again or click on the “Clear Response” button.
- To save the answer, the candidate MUST click on the “Next” button.
- To mark the question for review (without answering it), click on the “Flag” 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 “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 any time 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):**

- i. Candidate will have to use the on-screen virtual keyboard (that would be displayed just below the question statement of these type of questions) and the attached computer mouse to enter his/her answer in the space provided for answer.
- ii. The answer can be changed, if required, anytime during the test. To save the answer, the candidate MUST click on the “Next” button.
- iii. To mark the question for review (without answering it), click on the “Flag” 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 is 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 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 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.

ANNEXURE VI

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.

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	Online 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>

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
Total (Session-1 to Session-4)		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	100.000000 [[28012/28012]*100]	i.e. all the highest raw scores would be normalized to 100 Percentile Score for their respective session.
Session -2	32541	346	32541	100.000000 [[32541/32541]*100]	
Session -3	41326	331	41326	100.000000 [[41326/41326]*100]	
Session -4	40603	332	40603	100.000000 [[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 all the lowest raw scores are different 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	100.000000 [(41326/41326)*100]	1	331	Indicates that amongst those appeared, 100% have scored either EQUAL TO OR LESS THAN the candidate A (331 raw score).
				It also indicates that no candidate has scored more than the candidate A (331 raw score).
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 (121 raw score).
				It also indicates that remaining candidates have scored more than candidate B (121 raw score).
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 (41 raw score).
				It also indicates that remaining those appeared have scored more than candidate C (41 raw score).
D	31.7040120 [(13102/41326)*100]	789	25	Indicates that amongst those appeared, 31.7040120% have scored either EQUAL TO OR LESS THAN the candidate D (25 raw score).
				It also indicates that remaining candidates have scored more than candidate D (25 raw score).
E	1.1034216 [(456/41326)*100]	100	-15	Indicates that amongst those appeared, 1.1034216% have scored either EQUAL TO OR LESS THAN the candidate E (-15 raw score).
				It also indicates that remaining candidates have scored more than candidate E (-15 raw score).

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.

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

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 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.

Replica of Application Form



Common Management Admission Test
CMAT 2022



Home

Steps to apply online

- ✓ Apply for Online Registration
- ✓ Fill Online Application Form
- ✓ Pay Examination Fee

Application Form: Common Management Admission Test (CMAT) 2022

[New Registration](#)

Only Registered Candidates Sign In

Application Form: Common Management Admission Test (CMAT) 2022

Application No:

Password:

Security Pin as shown below
(Case Sensitive)

Security Pin:  

[Sign In](#)

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



Instructions and Procedure for online submission of Application Form

[Download Information Bulletin](#)

1. Please download and read carefully the Information Bulletin and instructions/ procedure given therein and below, before you start filling the Application Form online.
2. You can apply for **CMAT-2022 'ON-LINE' only** through the official website of CMAT-2022 (www.cmat.nta.nic.in). The Application Form in any other mode will not be accepted.
3. Only one application is to be submitted by a candidate. More than one application i.e. multiple Application Forms submitted by a candidate will not be accepted.
4. Please ensure your eligibility as per the criteria laid down for CMAT-2022 and Participating Institution (where you are intending to take admission).
5. Information provided by the candidates in their respective online Application Forms, like, name of candidate, contact/ address details, category, PwD status, educational qualification details, date of birth, choice of exam cities, etc. will be treated as final. Any request for change in such particulars after the closure of correction period will not be considered by NTA under any circumstances.
6. NTA does not edit /modify/alter any information entered by the candidates. Any request for change in information will not be entertained. Therefore, candidates are advised to exercise utmost caution for filling up correct details in the Application Form.
7. NTA disclaims any liability that may arise to a candidate(s) due to incorrect information provided by him/her in his/her online application form.
8. Candidates must ensure that their email address and mobile number to be registered in their online Application Form are their own, as relevant/important information/ communication will be sent by NTA through e-mail on the registered e-mail address and / or through SMS on registered mobile number only. NTA shall not be responsible for any non-communication / mis-communication with a candidate in the email address or mobile number given by him/her other than his/her own.
9. **Examination Fees : The Fee for CMAT-2022** is as follows :

Fee Payable by candidates in INR through SBI/ HDFC /PAYTM Credit Card/ Debit Card/Net Banking & UPI Payment Modes. For details, please see Information Bulletin.		
General/ UR	Male - ₹ 2000/-	Female - ₹ 1000/-
OBC-NCL/ SC/ ST/ Gen-EWS/ PwD	Male - ₹ 1000/-	Female - ₹ 1000/-
Third Gender	₹ 1000/-	
Applicable Service/Processing charges & GST are to be paid by the candidate		

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

Candidate must read carefully these instructions as well as the Information Bulletin on the above mentioned website (including how to fill up Application Form online). The application of the Candidate may be rejected if the instructions are not complied with.

- Step 1: Register for Online Application Form using your own mobile number and email ID and note down system generated Application Number :** The candidate should supply the required 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 reference/ correspondence. For subsequent logins, candidate will be able to login directly with the respective system generated **Application Number** and **Password**.
- Step 2: Complete the Application Form** Candidate can login with the system generated Application Number and Password for completing the Application Form.
- Step 3: Upload Scanned Images of Candidate's Photograph, Signature, PwD Certificate (wherever applicable) :**
1. The recent photograph should be either in colour or black & white with 80% face (without mask) visible including ears against white background.
 2. Scanned photograph and signature should be in JPG format (clearly legible).
 3. Size of scanned photograph should be between 10 kb to 200 kb (clearly legible).
 4. Size of scanned signature should be between 4 kb to 30 kb (clearly legible)
 5. Size of the scanned copy of PwD certificate between 50 kb to 300 kb (clearly legible)

[Note: (a). Candidate has to upload only his/ her own photograph, signature and certificate(s) as mentioned above (and not of anybody else) in correct /proper manner, as the facility for correction may not be possible due to any exigencies. In case, it is found at any time in future that the Candidate has used / uploaded the photograph, signature and certificate(s) of someone else in his/her application form/Admit Card, or he/she has tampered his / her admit card /result / Score Card, these acts of the candidate shall be treated as Unfair Means (UFM) Practices and he/she shall be proceeded with the actions as contemplated under the provisions of the Information Bulletin relating to Unfair Means Practices.

(b). The Confirmation Page of the online Application Form will be generated only after successful payment by the Candidate. In case the Confirmation Page is not generated after payment of fee, then the candidate should approach the concerned Bank/Payment Gateway (In the helpline no. and email given in the Information Bulletin) for ensuring the successful payment or for obtaining the refund of duplicate / multiple payments. However, if inspite of above action payment has not been successfully made it means that the transaction has not been completed and the amount not reflected in the NTA account. Such amount will be refunded to concerned Candidate through the same payment mode through which the duplicate / multiple payment made, after fee reconciliation. Therefore, such candidates have to pay the fee once again with payment confirmation).

11.Important Instructions about PASSWORD

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

12.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.

13.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.

□

I have downloaded the Information Bulletin of CMAT 2022, read and understood all the instructions therein as well as those mentioned above, and fill up the online Application Form for the CMAT 2022 accordingly.

[Click here to Proceed](#)

Home

Personal Details

Candidate's Name

Father's Name

Mother's Name

Date of Birth

Gender

Identity Type

Identification No

Present Address

Premises No. / Name

Sub-Locality(Optional)

Locality

Country

State /UT

District

Pin Code

Email Address

Confirm Email Address

Mobile Number

Confirm Mobile Number

Alternate Mobile Number (Optional)

Permanent Address

Same As Present Address

Premises No. / Name

Sub-Locality(Optional):

Locality

Country

State /UT

District

Pin Code

Choose Password

Password

Confirm Password

Security Question

Security Answer

Security Pin

Enter security pin (case sensitive)

Security Pin 

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 'Submit-Registration Form' button for final submission.

Personal Details

Candidate's Name:	TEST	Father's Name:	TEST.TEST
Mother's Name:	TEST.TEST.TEST	Date of Birth:	06-04-1952
Gender :	Female	Identity Type:	Passport
Passport:	2132232		

Present Address

Premises No. / Name:	2323232	Sub-Locality(Optional):	
Locality:	bnnmnmn	Country:	India
State /UT:	ANDHRA PRADESH	District:	EAST GODAVARI
Pin Code:	121131	Email Address:	abc@gmail.com
Mobile Number :	91 - 9876543210	Alternate Mobile Number(Optional):	--

Permanent Address

Premises No. / Name:	2323232	Sub-Locality(Optional):	
Locality:	bnnmnmn	Country:	India
State /UT:	ANDHRA PRADESH	District:	EAST GODAVARI
Pin Code:	121131		

Account Details

Security Question:	Which is the website you rarely visit ?	Security Answer:	(Not shown due to security reasons)	Password:	(Not shown due to security reasons)
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Particulars checklist to be verified

Kindly verify all the particulars listed below carefully and ensure you have filled correct information. No Change will be permitted once Registration Form is Submitted or at any later stage of the examination.

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

Declaration

I hereby declare that I have filled up this online application after carefully reading the Information Bulletin and fully understanding the provisions/ procedures mentioned therein. I further declare that all the particulars given by me in this application are true to the best of my knowledge and belief. I agree that my Result may be withheld/ not declared/ my candidature may automatically stand cancelled, In case it is found at any point of time in future that false information has been furnished in this application. I shall abide by these terms and conditions as well as those laid down in the Information Bulletin, Public Notices and Advisories issued by NTA regarding this exam from time to time.

I Agree 

EDIT Registration Form

Submit-Registration Form

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 "Submit-Registration Form" button for final submission.

Personal Details

Candidate's Name:	TEST	Father's Name:	TEST.TEST
Mother's Name:	TEST.TEST.TEST	Date of Birth:	06-04-1952
Gender :	Female	Identity Type:	Passport
Passport:	2132232		

Present Address

Premises No. / Name:	2323232	Sub Locality(Optional):	
Locality:	bnnmmmn	Country:	India
State /UT:	ANDHRA PRADESH	District:	EAST GODAVARI
Pin Code:	121	Email ID:	abc@gmail.com
Mobile Number :	91		--

Confirm !!

Do you wish to submit Registration Form finally ?

Permanent Address

Premises No. / Name:	232		
Locality:	bnnmmmn	Country:	India
State /UT:	ANDHRA PRADESH	District:	EAST GODAVARI
Pin Code:	121131		

Account Details

Security Question:	Which is the website you rarely visit ?	Security Answer:	(Not shown due to security reasons)	Password:	(Not shown due to security reasons)
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Particulars checklist to be verified

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 Mother Name
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 Gender
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 Mobile Number
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I Agree

Application Form Steps

- Contact Details
- Personal Detail
- Apply For & Exam Center Details
- Qualification Details
- Document Upload
- Final Submit

Application Status

Contact Details	Completed
Personal Detail	Incomplete
Apply For & Exam Center Details	Incomplete
Qualification Details	Incomplete
Document Upload	Incomplete
Final Submit	Incomplete

Application Number : 220110000028
Click on button below to proceed further and complete your application form.

[Personal Detail](#)

Application Form Steps

- Contact Details
- Personal Detail
- Apply For & Exam Center Details
- Qualification Details
- Document Upload
- Final Submit

Personal Details

Candidate's Name: TEST
 Date of Birth: 06 / Apr / 1992
 Gender: Female
 Father's Name: TEST,TEST
 Mother's Name: TEST,TEST,TEST
 Nationality: Indian
 State/ UT of Residence: ARUNACHAL PRADESH
 Category: SC
 If you are a PwD Candidate, do you have benchmark disability (40% or more / "Severe" where percentage is not defined)? Yes
 Type of Disability: Visual impairment as specified in the Schedule of RPWD Act, 2016
 Do you need scribe (as the criteria given in the Information Bulletin)? Yes
 Percentage of Disability: 52
 Are You Diabetic? No
 Annual Family Income: RS. 300001-400000

Security Pin
 Enter security pin (6-10 characters)
 Security Pin: 017XG6
[Save & Next](#)

Application Form Steps

- Contact Details
- Personal Detail
- Apply For & Exam Center Details
- Qualification Details
- Document Upload
- Final Submit

Applying For

Applying For: CMAT
 State/Exam City 1st Choice: --Select State/UT--
 State/Exam City 2nd Choice: --Select State/UT--
 State/Exam City 3rd Choice: --Select State/UT--
 State/Exam City 4th Choice: --Select State/UT--
 Father/Guardian Occupation: --Select--
 Father/Guardian Qualification: --Select--
 Mother/Guardian Occupation: --Select--
 Mother/Guardian Qualification: --Select--

Security Pin
 Enter security pin (6-10 characters)
 Security Pin: 017XG6
[Save & Next](#)

Application Form Steps

- Contact Details
- Personal Detail
- Apply For & Exam Center Details
- Qualification Details**
- Documents Upload
- Final Submit

Details of Academic Qualification

10th or equivalent Qualification Details

Pass Status: Year of Passing/Apparing:

Name of Examination: Name of Board/ University:

Result Mode:

12th or equivalent Qualification Details

Pass Status: Year of Passing/Apparing:

Name of Examination: Name of Board/ University:

Result Mode:

Graduate Qualification Details

Pass Status: Year of Passing/Apparing:

Name of Examination: Name of Board/ University:

Result Mode:

Security Pin

Enter security pin (lower sensitive)

Security Pin:

Application Form Steps

- Contact Details
- Personal Detail
- Apply For & Exam Center Details
- Qualification Details
- Document Upload**
- Final Submit

Document Upload

S.No.	Required Document	Document Specifications	Upload	Action	View
1	Photograph	Document Format: JPG Min Size (KB): 10 Max Size (KB): 200	<input type="button" value="Choose File"/> No file chosen		
2	Signature	Document Format: JPG Min Size (KB): 4 Max Size (KB): 10	<input type="button" value="Choose File"/> No file chosen		
3	Type of Disability (PwD) Certificate	Document Format: PDF Min Size (KB): 10 Max Size (KB): 100	<input type="button" value="Choose File"/> No file chosen		

Activities

- Registration Form
- View Application Form
- Fee Payment

Verify Mobile No. & Email Id

- Mobile No. - Verified
- Email Id - Verified

Current Status

Registration Form	Completed
View Application Form	Completed
Fee Payment	Incomplete

You have submitted application form for Common Management Admission Test CMAT 2022.
Your application will be considered complete only after successful payment of application fee.
After payment of fee, you will not be able to edit the filled application details and documents uploaded.
You are required to pay the fee Rs. 1000/-.

Application Number : 22011000021

Mode of Payment

Activity : Examination Fee Payment

Select Mode of Payment

Online Payment

[Proceed for payment](#)

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



011-40759000



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency

Excellence in Assessment

(उच्चतर शिक्षा विभाग, शिक्षा मंत्रालय, भारत सरकार के तहत एक स्वायत्त संगठन)
(Autonomous Organization under the Department of Higher Education,
Ministry of Education, Government of India)

Address for Correspondence:

First Floor, NSIC-MDBP Building,
Okhla Industrial Estate, New Delhi-110020

**Helpline : For technical support, contact during working
days between 10:00 A.M. to 05:00 P.M.**

E-mail: cmat@nta.ac.in

Website:

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