



**NATIONAL TESTING AGENCY**

*Excellence in Assessment*



दिल्ली विश्वविद्यालय

University of Delhi

# DELHI UNIVERSITY ENTRANCE TEST



## Information Bulletin- (PG)

## 2020-21

## INFORMATION BULLETIN OF PG DUET-2020

The National Testing Agency (NTA) has been entrusted with the conduct of University of Delhi Entrance Examination 2020 for Admissions to Entrance based Post-graduate Courses.

### About National Testing Agency (NTA)



The Ministry of Human Resource Development (MHRD), Government of India (GoI) has established National Testing Agency (NTA) as an independent autonomous and self-sustained premier testing organization under Society 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 objectives of NTA, inter-alia, include:

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

The *National Testing Agency (NTA)* has been entrusted with the conduct of *Delhi University Entrance Test (DUET 2020)* from 2019 onwards.

### Centres for the Entrance Test

Entrance Test shall be conducted at the Centres located in the following cities:

S.No	City	S.No.	City
1.	Ahmedabad/Gandhinagar	13.	Jaipur
2.	Amritsar	14.	Jammu
3.	Bangalore	15.	Kolkata
4.	Bhopal	16.	Mumbai/Navi Mumbai
5.	Bhubaneswar	17.	Nagpur
6.	Chandigarh/Mohali	18.	Patna
7.	Chennai	19.	Raipur
8.	Dehradun	20.	Ranchi
9.	Delhi (NCR)*	21.	Shimla
10.	Guwahati	22.	Srinagar(J & K)
11.	Hyderabad	23.	Thiruvananthapuram
12.	Imphal	24.	Varanasi

\*Delhi/NCR includes: Delhi, Gurugram, Faridabad, Noida, Greater Noida, Sahibabad, Ghaziabad

- The NTA can change/shift the examination city centre opted by the candidate to another nearby centre, if number of candidates are more/less at any examination city centre.
- The Examination City Centre, once opted, shall not be changed. Please check the admit card carefully for your Name, Subject Group, Date of Birth, Gender, Examination Centre Name, City, and Category, etc. In case of any problem related to Admit card, please contact the given helpline numbers between 10:00 am to 5:00 pm.

### **SCHEME OF EXAMINATION**

Mode of Examination	<b>LAN Based CBT (Computer Based Test)</b>
Duration	<b>2 Hours</b>
Type of Questions	<b>Multiple Choice Question</b>
Number of Questions	<b>50/100</b>
Marks per question	<b>4 (four) for each correct response</b>
Scoring	<b>-1 negative marking for incorrect response</b>
Medium of Paper*	<b>English only (Language courses may have exception)</b>

(\*-may vary in certain subjects depending upon the nature of the subject)

### **SYLLABUS FOR THE TEST**

The syllabus for the Entrance Test of each Postgraduate Course is the corresponding B.A. / B.Com. / B.Sc. (or equivalent) syllabus of the University of Delhi and / or is available on the respective Department's website.

### **ADMIT CARD FOR DUET 2020**

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. Dates for downloading admit cards will be intimated later on the website <https://nta.ac.in/>. Candidates have to appear for the Examination at the given Centre on Date and Shift (Timing) as indicated in their Admit Card.

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

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

In case candidate is unable to download admit card from the website or notices any discrepancy in his/her particular or photograph or 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 as and when Admit Cards are issued. 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:**

- Candidate may please note that Admit Cards will not be sent by post.*
- In no case, the duplicate Admit Card for DUET 2020 would be issued at the Examination Centres.*
- Candidate must not mutilate the Admit Card or change any entry made therein.*
- Candidates are advised to preserve their Admit Cards in good condition for future reference.*
- 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.*
- Issue of Admit Cards, however, shall not necessarily mean acceptance of eligibility which shall be further scrutinized at subsequent stages of admission process*

## **IMPORTANT INSTRUCTIONS FOR CANDIDATES**

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

1. 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.
  - A. **Print copy of Admit Card** downloaded from NTA website
  - B. **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
  - C. **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
  - D. **PwD certificate** issued by the Competent Authority, if claiming the relaxation under PwD category

Note:

1. **The name on the photo identification must match with the name as shown on the Admit Card.**
2. 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.

2. The candidates shall report at the Examination Centre **two** hours before the commencement of the examination so as to complete the frisking and registration formalities well before the time.
3. Registration desk will close 60 minutes prior to the examination. Candidates shall not be permitted to enter in the Examination Centre after 07:00 am in first session, after 11:00 am in second session and 3:00 pm in third session.
4. The candidates are advised to read the instructions on the admit card carefully and follow them during the conduct of the examination.
5. Candidates should take their seat immediately after opening of the examination hall. If the candidates do not report in time due to any reason i.e. traffic jam, train/bus delay etc., they are likely to miss some of the general instructions to be announced in the Examination Rooms/Halls. The NTA shall not be responsible for any delay.
6. 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.
7. Candidates should find and sit on their allocated seat only. 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.
8. The candidate should ensure that the question paper available on the computer is as per the opted Subject Group 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.
9. 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.
10. Candidate shall appear at their own cost at the Centre on Date and shift as indicated in their Admit Card issued by the NTA. Under no circumstances the cities for centre and shift provided in the Admit Card shall be changed.

11. 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.
12. Candidates should not be in possession of any material listed in the list of prohibited material.
13. 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.
14. The candidates must sign and paste the photograph on the Attendance Sheet at the appropriate place.
15. The candidates are governed by all Rules and Regulations of the NTA with regard to their conduct in the Examination Hall. All cases of **Unfairmeans** will be dealt with as per rules.
16. Candidate may approach the Centre Superintendent/Invigilator in the room for any technical assistance, first aid emergency or any other information during the course of examination.
17. For any queries or issues regarding Computer Based Test, the candidates may contact the Help Desk contact No. : 0120-6895200 and Email : duet@nta.ac.in

**IMPORTANT: For those who are unable to appear on the scheduled date of test for any reason, re-test shall not be held by the NTA under any circumstances.**

#### **PROHIBITED MATERIALS**

Candidates are not allowed to carry any textual material, Calculators, Docu Pen, Slide Rules, Log Tables and Electronic Watches with facilities of calculator, printed or written material, bits of papers, mobile phone, Blue-tooth devices, pager or any other electronic gadget/ device etc.

- The candidates are prohibited to bring any kind of electronic gadgets/device in the examination room/hall.
- 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 and also debar the candidate for future examination(s) & the material will be seized.
- Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- Instrument/Geometry/Pencil box, Handbag, Purse or Any kind of Paper/ Stationery, Eatables/snacks and Tea/coffee/cold drinks/Water (loose or packed), Mobile Phone/ Ear Phone/Microphone/Pager, Calculator, Camera, Tape Recorder, any metallic item or electronic gadgets etc. are NOT allowed in the examination Room/Hall.

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

## **PROCEDURE OF DECLARATION OF RESULT**

### **DISPLAY OF ATTEMPTED QUESTION PAPER AND PROVISIONAL ANSWER KEY FOR CHALLENGE**

- The NTA will display Answer Key of the questions on the NTA website [www.nta.ac.in](http://www.nta.ac.in) to provide an opportunity to the candidates to challenge the Answer Key. The Answer Keys are likely to be displayed for three days.
- The Candidates will be given an opportunity to make a challenge online against the Answer Key on payment of Rs. 200/- per question challenged as processing charges.
- The NTA will also display the question paper attempted by the candidate for all the candidates on the NTA website prior to declaration of result. The recorded responses are likely to be displayed for three days.
- **The NTA's decision on the challenges shall be final and the result will be declared on the basis of final answer keys. No grievances/representation with regard to Answer Key(s) after declaration of result will be entertained**

#### Note:

If a question for any reason is found to be wrong, the benefit of marks will be given to only those candidates who attempted the question. On examining of the representations by the subject experts, if it is found that along with the original answer key one more option(s) is correct, then marks will be awarded to all those candidates who have attempted any one of the correct options.

## **CODE OF CONDUCT FOR THE CANDIDATES OF DUET 2020**

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

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

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.

## **RE-EVALUATION/RE-CHECKING OF RESULT**

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

## PROCEDURE FOR APPEARING IN COMPUTER BASED TEST (CBT)

- (a) A computer terminal (node) indicating Roll Number will be allocated to each candidate. Candidates should find and sit on their allocated computers only. Any candidate found to have changed room/hall or the computer on their own 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.



You have not visited the question yet.



You have not answered the question.



You have answered the question.



You have NOT answered the question, but have marked the question for review.



The question(s) "answered and marked for Review" will be considered for evaluation.

The 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) The full paper can be viewed by clicking the "Question Paper" icon on the top right corner of the screen.
- (i) 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.
- (j) **Navigating to a Question**

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

- (a) Click on the question number in the Question Palette at the right of the screen to go to that numbered question directly. Note that using this option does NOT save the answer to the currently displayed question.
- (b) Click on "Save & Next" to save the answer of any question. Clicking on "Save & Next" will save the answer for the current question and the next question will be displayed on the candidate's computer screen.
- (c) Click on "Mark for Review & Next" to mark a question for review (without answering it) and proceed to the next question.

(k) **Answering a Question**

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

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

(l) **Navigating through sections:**

- (a) 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.
- (b) After clicking the "Save & Next" button on the last question for a section, candidate will automatically be taken to the first question of the next section.
- (c) Candidate can shuffle between sections and questions within sections any time during the examination as per the convenience only during the time stipulated.
- (d) Candidate can view the corresponding section summary as part of the legend that appears in every section above the question palette.



- (m) **Procedure for answering questions that require inputs from on-screen virtual key board (numeric or otherwise):**
- (a) Candidate will have to use the on-screen virtual keyboard (that would be displayed just below the question statement of these type of questions) and the attached computer mouse to enter his/her answer in the space provided for answer.
  - (b) The answer can be changed, if required, anytime during the test. To save the answer, the candidate MUST click on the “Save & Next” button.
  - (c) To mark the question for review (without answering it), click on the “Mark for Review & Next” button.

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

- (n) **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 WEEDING OUT NORMS**

The record of DUET 2020 would be available up to 90 days from the Date of Examination.

### **LEGAL JURISDICTION**

All disputes pertaining to the conduct of DUET 2020 Examination including Results shall fall within the jurisdiction of Delhi only. Further, any legal question arising out of the Examination shall be entertained only when raised within 30 days from the declaration of result.

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