

1. GENERAL INSTRUCTIONS TO THE CANDIDATES

- 1.1 Candidates must carefully read the Ordinance 1/2016; Direction 22/2019 and 23/2019 before filling online application form of MPET – 2019.
- 1.2 Candidate will have to pay Rs. 1200/- for Open Category and Rs. 700/- for Reserved Category i.e OBC/SBC/DT(A)/NT(B)/NT(C)/NT(D)/SEBC/EWS (Non-Creamy layer Category only) /SC/ST/Trans-genders/Orphan through the payment gateway provided by the Designated Agency.
- 1.3 Candidates belonging to Physically Handicapped category are exempted from the payment of fees. Please refer to Para 34 of the Ordinance No. 6, Clause b) of Ordinance No. 13 of 2001 and Ordinance No. 2 of 2010 of the University for the physically handicapped
- 1.4 No Revaluation and Redressal permitted for MPET Answer Scripts
- 1.5 The size of the most recent photograph of the candidate should be restricted to 3.5 cm Width and 4.5 cm Height and the scanned copy in JPG file format should not exceed 50 KB.
- 1.6 The size of the signature of the candidate should be restricted to 3.5 cm Width and 1.5 cm Height and the scanned copy in JPG file format should not exceed 10 KB.
- 1.7 Candidate is required to upload scanned copy of the following original certificates/documents in JPG file format
 - a.) P.G. Marksheet
 - b.) P.G. Degree Certificate
 - c.) Caste Certificate (wherever applicable)
 - d.) Caste Validity Certificate (wherever applicable)
 - e.) Non Creamy Layer Certificate(wherever applicable)
 - f.) EWS Certificate (wherever applicable)
 - g.) Adhar Card (UID)

2. COURSE CONTENTS OF EXAMINATION

Question paper: The examination will consist of only Objective type (multiple choice) questions requiring candidates to Mouse-click their correct choice of alternatives against the related question number. The candidate can change his

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selected option at any time during the period of the examination, but the option selected last will be considered for evaluation.

The MPET will comprise One Paper with two sections, i.e. Section A & Section B.

- A) **Section A – GENERAL APTITUDE** Section A will be based on General Aptitude and will be common to all candidates. Test for this Section will be of 50 multiple choice objective questions with 100 marks. Each question will carry two marks. The medium for Section A will be in English and Marathi.
- B) **Paper Course** :Course of Section A will contain Logical Reasoning, Numerical Ability, Reasoning and Language Aptitude, Aptitude Test, General information on Environment that a common man should know, candidate's awareness of scientific and quantitative reasoning aptitude, analytical approach etc. Questions would be so designed to judge the creativity, analytical ability, reasoning ability, comprehension, divergent thinking, general awareness and research aptitude of a candidate, common elementary computer science, few questions dealing with basic computer awareness and usage.
- C) **Section B – SUBJECT SPECIFIC** Section B will be based on specific subject in the relevant faculty. Test for this Section will be of 50 multiple choice objective questions with 100 marks. Each question will carry two marks. The medium for Section B will be in English and Marathi.
- D) **Paper Course:** The Paper Course for Section B shall be as prescribed by the University, for the respective P.G. programme/s (syllabus is available on website of the university www.sgbau.ac.in).

3. INSTRUCTIONS REGARDING EXAMINATION

- 3.1 The Examination Centre will open 1 Hour before the commencement of the test.
- 3.2 Candidates are required to be present in the examination hall at least 30 minutes before the commencement of the examination.
- 3.3 Candidates are expected to assemble at the security check point after the opening of the Examination Centre.
- 3.4 The candidates will have to show the issued Admit Card with photograph and Valid Government Photo ID proof which may Include, Aadhaar Card, Driving Licence, Pan Card, Passport, Voter ID card to the Security Officer for admission in the Examination Centre.

- 3.5** Candidates are required to take their seats as per the roll number shared across on their Hall Ticket. Any candidates found during the test in a seat or room other than the one allotted to them shall have their candidature cancelled.
- 3.6** The candidates will undergo initial security check before the commencement of the examination, failing which; they will not be permitted to appear in the Examination.
- 3.7** The candidates are strictly not allowed to carry any items listed below inside the Examination Hall.

The test centre will not have any provision to store, protect or handover any of these items carried by the candidates under any circumstances:

- a. Textual material, printed or written, envelope or any other material except the Admit Card.
 - b. Calculator, Slide Rule, Log Table, Geometry Box, Electronic Digital Watch with calculator, pen, pencil, any device that can write including mobile phone, pager, Bluetooth device, storage device in any form or any other electronic gadget.
 - c. Mobile Phone, Laptop, Digital Tablet & the like.
 - d. Any form of snacks or beverages. Proper drinking facilities will be available inside the examination centre.
 - e. The candidates will not be allowed to leave their seats or the Examination Room/Test Centre until the Test concludes as per schedule. In case of any emergency, candidates may take special permission of the Supervisor on duty who shall report the same to the Observer in writing.
- 3.8** Candidates who do not possess a valid Admit Card shall not be admitted to the Examination Hall under any circumstances by the Centre Supervisor.
- 3.9** Entry of the examination centre will be closed 30 minutes before the examination, candidates won't be allowed entry in the exam centre after closing of the gate.
- 3.10** Candidates must follow instructions of the "Centre Supervisor".
- 3.11** If any candidate does not obey instructions and rules, it would be treated as a case of misconduct and adoption of unfair practice and such candidate would be liable for punishment as per rules of the examination.
- 3.12** Candidates can change the language of the examination paper as required from English to Marathi and *vice versa*

- 3.13 At any time before or during of examination, the Supervisor can check the Admit Card of the candidates to satisfy himself/herself about the identity.
- 3.14 The candidates must submit the test within the allocated time; the test will be auto submitted in case the test is not finished within the allocated time.
- 3.15 For candidates who are unable to appear on the scheduled date and time of test for any reason, re-test or any such request shall not be extended by Sant Gadge Baba Amravati University, Amravati under any circumstances.

4. TEST PATTERN

- 4.1 Pattern of the Admission Test: - The MPET shall consist of One paper comprising of Section A and Section B containing 50 objective type questions per Section to be answered on the computer by clicking on the right option.
- 4.2 The duration of Online MPET shall be 90 minutes, i.e. 45 minutes for each Section A & B. No extra time for whatsoever reason would be allowed to attempt question paper after the stipulated time of 45 minutes for each section is over except for the physically handicapped candidates as per the provisions of concerned Ordinances.
- 4.3 Language of Questions, listed options and all instructions will be in English, Marathi and any other language for respective subject as prescribed by Sant Gadge Baba Amravati University for Section B.
- 4.4 There will be no negative marks for the attempted questions.
- 4.5 In case candidate does not want to attempt the question he or she should not mouse-click any option. In case he or she has already mouse clicked the option and does not want to give the answer, he or she should click 'Clear Response' against the related question.
- 4.6 Candidate will be provided one sheet of Paper & Pencil for Rough work which will be returned at time of exit from Exam hall.

5. UNFAIR PRACTICE & EXAMINATION RULES: Unfair practice means an activity that allows a candidate to gain an unfair advantage over other candidates.

It includes, but is not limited to:

- 5.1 Being in possession of papers, books, notes, electronic devices or any other material or information relevant to the examination concerned listed in General Instruction Sheet.
- 5.2 Someone to take an examination on behalf of the candidate (impersonation);

- 5.3 Breaching examination rules;
- 5.4 Assisting another candidate to engage in malpractice; giving or receiving assistance directly or indirectly of any kind or attempting to do so;
- 5.5 Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the examination centre.
- 5.6 Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates;
- 5.7 Using or attempting to use any other undesirable method or means in connection with the examination.
- 5.8 Manipulation & fabrication of online documents viz. admit card.
- 5.9 Forceful entry in Examination Hall with mala fide intentions.
- 5.10 Affixing of fabricated photograph on the admit card.

6. PUNISHMENT FOR USING UNFAIR PRACTICE

If a candidate is found to have indulged in any of the above practices before, during or after the course of examination, the candidate shall be deemed to have used unfair practices at examination and marked as UNFAIR PRACTICE and appropriate action shall be taken against the candidate as per the Section 48 (V) (a) of Maharashtra Public Universities Act, 2016.

7. HOW TO ANSWER THE QUESTION AND SUBMIT TEST?

- 7.1 The candidates will be seated in front of their respective allocated seats fifteen minutes before the test and each candidate will be required to go through the instructions sheet before starting the examination, and for login candidates will be required to fill in their credentials.
- 7.2 An “Online Instruction page” will be displayed to the candidates on their monitors after login in to the system (A monitor is a visual display for computers.)
- 7.3 The candidates are advised to read the instructions before the commencement of the test.
- 7.4 The candidates will be asked to start the test at a given time.
- 7.5 There will be four options to each question and the candidates will be able to click any one option before moving to the next question.

- 7.6** The candidates can change their options as many times as they want till the end of the examination, however the last selected option will be considered when the candidates submits the test.
- 7.7** Candidates can choose to skip a question and move to the next question and come back later to respond the un-attempted questions.
- 7.8** Only on reaching the last question, the “Submit” button will appear on the monitor/screen.
- 7.9** On Clicking “Submit” button, the candidates will be able to submit the test.
- 7.10** There will be a timer on the candidate’s monitor to apprise the candidate of time left for the completion of the exam.
- 7.11** The candidates must ensure that they complete the test within the allocated time frame of 45 minutes per SECTION otherwise the test will be auto-submitted (It will be submitted automatically by the computer) irrespective of the number of questions being answered by the candidate

8. DISCLAIMERS

- 8.1** Centre allotment to the candidate shall be made by Sant Gadge Baba Amravati University on the basis of availability of the number of candidates.
- 8.2** In case of any disputes in the interpretation and meaning of the Question, the English version of the question shall be treated as correct and authentic.

9. DISPUTE RESOLUTION

In case of any dispute, the candidate will have to apply on a plain paper. The dispute will be verified by the MPET Committee and the decision of Honourable Vice Chancellor of the University shall be final and obligatory.