

**PGDBA
2023**

Post Graduate Diploma in Business Analytics

Jointly offered by
ISI, IIT Kharagpur and IIM Calcutta



Admission Test: 26 March 2023

GENERAL INSTRUCTIONS

1. Important Timings:

Reporting Time	08:30 Hours
Gate Closure Time	09:45 hours
Exam Timings	10:00 Hours – 13:00 Hours

Candidates reporting after 9:45 Hours will not be allowed to appear for the Admission Test.

2. Each candidate must show his/her Admit Card along with the original valid photo ID proof mentioned in the application at the entrance of the Test Center, and also shall produce these, on demand, to the Center-In-Charge or his authorized representatives. In case of poor quality of photo on the ID proof, candidates MUST bring an additional valid photo ID also.

3. Valid Photo ID Proofs are:

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| 1. Aadhaar Card | 2. Driving License | 3. Voter ID |
| 4. Passport | 5. PAN | 6. E-Aadhaar Printout |

Photocopies of ID Cards will not be accepted for verification.

4. Candidates will have to go through Registration where photographs and biometry data will be captured. Candidates will be under CCTV coverage throughout the examination procedure.

5. After completion of the registration process, candidates will be permitted to occupy their seats 30 minutes before the scheduled start of the test. Candidates will be allowed to login and start reading the instructions 15 minutes before start of the test.

6. About Computer Based Test (CBT):

- There will be 50 MCQ carrying 150 marks to be attempted in 3 hours.
- Each correct answer to a question will result in three (3) marks.
- Each un-attempted question will result in zero (0) marks.
- Each wrong answer to a question will result in minus one (-1) mark.
- The question paper will have three Sections: Section 1 will contain 20 questions (15 on Verbal Ability, 5 on Logical Reasoning), Section 2 will contain 5 questions on Data Interpretation and Data Visualization, and Section 3 will contain 25 questions on Quantitative Aptitude.

7. Blank sheets for rough work will be provided. Candidates need to carry pen/ pencil for the same. Candidates MUST write his/her Roll No. on the sheets given for rough works and return the sheets to the invigilator before leaving the examination hall. Stationery items cannot be shared with or borrowed from other candidates.

8. During the test, a virtual scientific calculator will be available on the computer screen, which may be used for the numerical calculations.

9. **Personal belongings including books, notes, stationery items, personal calculators, any kind of watches, wallets, mobile phones or any other electronic/ communication devices are STRICTLY PROHIBITED inside the examination hall.** All personal belongings need to be kept outside the examination room at the candidate's own risk. The candidates are advised not to bring valuables and any other personal belongings of high value. The exam conducting authority (ISI) or exam centre shall not be responsible in case the item(s) is/are lost or a theft of such items occurs in the examination centre.
 10. Candidates with benchmark disabilities (i.e. with 40% or more disability) will be permitted to use the services of scribe and granted compensatory time for the examination provided such a request has been made during the application process and the candidate can produce a medical certification of such disability following the guidelines provided in the Office Memorandum F. No. 34-02/2015-DD-III dated 29.08.2018 and corrigendum F. No. 34-02/2015-DD-III (pt) dated 08.02.2019 issued by the Ministry of Social Justice and Empowerment of Govt. of India. Such candidates will be eligible for a compensatory time of 1 hour for the examination. For this purpose, the duly filled SCRIBE FORMS provided as APPENDIX-I and APPENDIX-II in the above mention Office Memorandum and submitted at the test center. The scribe is required to bring any of the original photo ID proof as mentioned in point no. 3 for verification, for being allowed entry in the test center.
 11. Candidates having less than 40% disability and having difficulty in writing will be permitted to use the services of scribes for the examination provided such a request has been made during the application process and the candidate can produce a medical certification of such disability following the guidelines provided in the Office Memorandum F. No. 29-6/2019-DD-III dated 10.08.2022 issued by the Ministry of Social Justice and Empowerment of Govt. of India. For this purpose, the duly filled SCRIBE FORMS provided as Appendix-I and Appendix-II in the above mention Office Memorandum and submitted at the test center. The scribe is required to bring any of the original photo ID proof as mentioned in point no. 3 for verification, for being allowed entry in the test center.
 12. Candidates are required to maintain complete silence during the examination. Communication in any form between candidates or with outsiders is not permitted, and it will be treated as malpractice.
 13. Candidates are allowed to use only the mouse during the examination.
 14. Candidate should not impersonate others or allow others to impersonate him/her in the examination.
 15. **A candidate found using any unfair means including use of mobile phones, unauthorized software/program or in possession of any impeaching material during the examination shall be debarred from the selection process.**
 16. Candidates are not allowed to smoke or eat in the examination hall.
 17. Any candidate found to change the seat allotted to him/her or exchange any document with other candidates inside the exam hall will be disqualified from appearing for the exam.
 18. No candidate will be permitted to leave the examination hall during the entire duration of the examination. However, candidates are allowed to take Bio-Breaks after 1 hour of the commencement of examination.
 19. Restoring to unfair means or trying to influence the examination results in any form shall be considered as a serious offence. Any candidate found guilty of such offence on the report of any person duly authorized to conduct the examination, shall be liable to be disqualified.
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20. With respect to the conducting of the examination, the decision of the Centre In-charge of the test centre shall be final and binding.
 21. Shortlisted candidate will have to appear for Interview on 6th/7th May 2023. All shortlisted candidates will be intimated individually.
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