

# CMAT-2025

COMMON MANAGEMENT
ADMISSION TEST

https://nta.ac.in/

https://exams.nta.ac.in/CMAT/

Information **Bulletin** 

#### 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.

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#### A. IMPORTANT INFORMATION AT A GLANCE

(Please refer to Information Bulletin for details)

# Dates, fee details and Application Procedure:

Online registration and submission of Application Form (complete in all respect) through NTA Website: <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a>	14 November 2024 to 13 December 2024 (up to 09.50 PM)
Last date for successful transaction of Examination fee	14 December 2024(up to 11.50 PM)
(through SBI Credit Card/ Debit Card/Net	
Banking/UPI)	

Fee payable for CMAT – 2025				
(through Credit Card / Debit Card / Net-Banking/UPI)				
General (UR)	Male- ₹ 2500/-	Female- ₹ 1250/-		
Gen-EWS/ SC/ST/PwD /OBC-(NCL)	Male- ₹ 1250/-	Female- ₹ 1250/-		
Third gender	gender ₹ 1250/-			
*Applicable service/processing charges & GST over an	*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				
Appendix -I).				
Correction in the Particulars of Application Form	15 December 2024 to	17 December 2024		
online only				
Announcement of the City of Examination	17 January 2025			
Downloading of Admit Cards by the candidates from	20 January 2025			
NTA website				
Date of Examination	25 January 2025			
Duration of Examination	180 minutes (03:00 l	nours)		
Timing of Examination	To be announced last	er on the website		
Exam Centre	As indicated on the Admit Card			
Display of Recorded Responses and Provisional	To be announced later on the website			
Answer Keys on the Website for inviting challenges				
Declaration of Result on NTA Website	To be announced la	ter on the website		
Website	https://exams.nta.ac	.in/CMAT/		

#### [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. 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 **Appendix-I**]
  - 1. 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.
  - **2.** Candidates can apply for CMAT 2025 through "**Online**" mode only. 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. 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 through Net Banking/Debit Card/Credit Card/UPI** 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.
- 5. 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 **Appendix-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.
- **6.** Candidates shall ensure that the information entered by them in their respective online Application Form is correct.
- 7. 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.
- **8.** 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.
- **9.** 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.
- **10.** Candidates must ensure that their email address and mobile number to be registered in their online Application Form are their own *or Parents/Guardians' only*, 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 / miscommunication with a candidate in the email address or mobile number given by him/her other than his/her own. Candidates are advised to visit the NTA Website and check their e-mails regularly for latest updates.
- **11.** 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.

#### 12. 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 2025 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.

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 transparent water bottle.
- e) ID Proof
- f) 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 2025-2026

#### 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 their Institutions.

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

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

# 3. Common Management Admission Test (CMAT)-2025

- 3.1 CMAT-2025 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 2025-26. The participating Institutes of CMAT-2025 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-2025 participating Institutions with the CMAT Score 2025. 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-2025 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 Medium of Question Paper:**

The medium of Question Paper shall be in English only.

### 4.3 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-2025

- 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 2025-26, can also apply for CMAT-2025.
- 5.2 The candidate must be a citizen of India.

#### 5.3 There is no age restriction for appearing in CMAT- 2025.

#### 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/ Persons with Benchmark Disability (PwD) 5% seats in each of the GENERAL, GEN-EWS, OBC- NCL, SC and ST category seats
- 6.2 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 <a href="https://www.ncbc.nic.in">www.ncbc.nic.in</a>. 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

# 7. Provisions relating to Persons with Disability (PwD)/ Persons with Benchmark Disability (PwBD):

#### 7.1 The Rights of Persons with Disabilities Act, 2016:

The Gazette of India, Extraordinary Part-II Section 1, Ministry of law and Justice (Legislative Department) New Delhi dated 28 December 2016 on "The Rights of Persons with Disabilities Acr, 2016. The relevant paragraphs of the above Gazette Notification for consideration are as under:

# Chapter -1.

Para 2(r), "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.

Para 2 (s) "**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.

Para 2 (zc) "specified disability" means the disabilities as specified in the schedule; (Appendix-II)

### 7.1.2 Office Memorandum dated 29 August 2018:

Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No. F. No. 34- 02/2015-DD-III dated 29 August 2018 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(r) of the RPwD Act, 2016. The relevant paragraphs of the above Office Memorandum for consideration are as under: -

Para IV. The facility of Scribe/Reader/Lab Assistant should be allowed to any person with benchmark disability as defined under section 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed if so desired by him/her.

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

In case of other category of persons with benchmark disabilities, the provision of scribe/reader/lab assistant can be allowed on production of a certificate to the effect that person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government health care institution as per proforma at **Appendix-III.** 

In case the candidate is allowed to bring his own scribe, the qualification of the scribe should be one step below the qualification of the candidate taking examination. The person opting for own scribeshould submit details of the own scribe as per proforma at **Appendix-IV**.

### 7.1.3 Office Memorandum dated 10 August 2022:

Ministry of Social Justice & Empowerment, Govt. of India, Office Memorandum No F. No. 29-6/2019-DD-III dated 10 August 2022 for conducting written examination for persons with specified disabilities covered under the definition of Section 2(s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. person having less than 40% disability and having difficulty in writing. The relevant paragraphs of the above Office Memorandum for consideration are as under: -

Para 3 (b). The facility of scribe and/or compensatory time shall be granted solely to those having difficulty in writing subject to production of a certificate to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from the competent medical authority of a Government healthcare institution as per proforma at **Appendix-V**.

Para 3 (c). The medical authority for the purpose of certification as mentioned above should be a multi-member authority comprising the following: -

- i. Chief Medical officer/Civil Surgeon /Chief District Medical Officer, Chairperson
- ii. Orthopaedic/PMR specialist
- iii. Neurologist, if available\*
- iv. Clinical Psychologist/Rehabilitation Psychologist/ Psychiatrist/Special Educator Occupational therapist, if available\*
- v. Any other expert based on the condition of the candidate as may be nominated by the Chairperson.

(\* the Chief Medical Officer/Civil Surgeon/Chief District Medical Officer may make full efforts for inclusion of neurologists, occupational therapist from the nearest District or the Medical College/Institute, if the same is not available in the District)" The candidate should fill up the details of scribe as per undertaking proforma at **Appendix-VI**.

#### 7.1.4 Scribe and Compensatory Time

- 1. The candidate should have the discretion of opting for his own scribe / reader / lab assistant or request the Examination Body for the same. The examining body may also identify the scribe / reader / lab assistant to make panels at the District / Division / State level as per the requirements of the examination. In such instances the candidates should be allowed to meet the scribe two days before the examinations so that the candidates get a chance to check and verify whether the scribe is suitable or not.
- 2. The word "extra time or additional time" that is being currently used should be changed to "compensatory time" and the same should not be less than 20 minutes per hour of examination for persons who are allowed use of scribe / reader / lab assistant. All the candidates with benchmark disabilities who are eligible for availing the facility of scribe

in terms of guidelines vide para IV of Para 2.2.2 above may be allowed additional time of minimum of one hour for examination of 3 hours duration whether they use the facility of scribe or not. In case the duration of the examination is less than an hour, then the duration of additional time should be allowed on pro-rata basis. Additional time should not be less than 5 minutes and should be in the multiple of 5".

<u>Note</u> – Both the guidelines i.e. dated 29 August 2018 (for PwBDs) and dated 10 August 2022 (for PwDs) have other important aspects such as allowing use of assistive devices, proper seating arrangement, accessibility of examination centres etc. which will be followed.

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 solution to the Candidate.

It is to be noted that the Scribe will be provided by the National Testing Agency (NTA), if requested by the Candidate.

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, counselling and admission. In case such a candidate has already been admitted to any Institution, the admission of the candidate will be cancelled.

Disability certificate/Unique Disability Identification (UDID)) issued by the notified medical authority needs to be uploaded in the Online Application Form of CMAT 2025

- *Note 7.1:* The NTA does not guarantee any change in the category or sub-category (PwD/PwBD status) after the submission of the Online Application Form, and in any case, no change will be entertained by NTA after the declaration of NTA Score for CMAT 2025. The category/sub-category (PwD/PwBD status) entered in the CMAT Database by the candidate will be used as final. Therefore, the candidates are advised to fill in the category/sub-category column very carefully.
- *Note 7.2:* 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.
- **Note7.3:** 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.
- 7.2. In the case of the Institutes run/aided/recognized by State Governments, the reservation policy of the respective State Governments shall be applicable

#### 8. Choice of Cities for Exam Centre

- 8.1 The City of Examination Centres where the test shall be conducted are given at Appendix-VII. It is mandatory for candidates to select four cities of their choice while filling Online Application Form of CMAT 2025. 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 2025 is an Examination for Admission to Management Programme Courses for 2025-26 Academic Session.
- 9.2 Merely appearing in CMAT 2025 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 14 November 2024 onwards and must be completed by 13 December 2024 (upto 09.50 PM)
- 9.4. Fee can be deposited by the candidates till 14 December 2024 (upto 11:50 pm).
- 9.5 However, registered candidates can edit their particulars in certain field during the correction window between **15 December 2024 to 17 December 2024**. 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 2025 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 2025 will be available on the website https://exams.nta.ac.in/CMAT/ 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 2025 as mentioned in the Information Bulletin shall apply.
- 9.21 CMAT 2025 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 Appendix VII for List of Exam cities)

- 9.22 Candidates are advised to look into the website https://exams.nta.ac.in/CMAT/ regularly for various information, updates and notices pertaining to CMAT 2025 examination.
- 9.23 Kindly note that by registering for the CMAT 2025, 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 2025 on completing the registration/Online Application Form by the candidates.
- 9.25 Candidates can register for CMAT 2025 only once.
- 9.26 Possession/Use of mobile phone or any such electronic devices is strictly prohibited in the premises of CMAT 2025 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**

- Candidates have to apply for CMAT-2025 "Online" ONLY by accessing the website: <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a> 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:
  - o A computer with proper internet connectivity
  - o The particulars of a valid Government ID proof
  - o 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.
  - o 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.
  - o Scanned clear signature in JPG/JPEG format (size between 4 kb–30 kb)
  - o PwD certificate (file size: 50kb to 300kb), if applicable.
  - o List of City of your choice (Refer Appendix-VII for Cities)

- o Bank account details for payment of fee.
- o A valid e-mail Id as important communications will be made on this e-mail ID.
- o A valid mobile number as important information via SMS will be sent to this number.
- o 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 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 Gateway through Net Banking/Debit Card/Credit Card/UPI 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-2025 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-2025 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 Eduction) 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 Appendix-VII. It is mandatory for candidates to select four cities of their choice while filling Online Application Form of CMAT- 2025. 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.

Allocation of test centre will be based on the candidates' permanent or correspondence

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 Centrificate, 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 email ID of Coaching Centre in the Online Application Form.
- (iv) In order to appear in CMAT, 2025, 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: <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a> Online Application Form cannot be withdrawn once it is submitted successfully.
- (vi) Application Form of candidates who do not fulfill the eligibility criteria shall be rejected.
- (vii) 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.
- (viii) 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 **15 December**, **2024 to 17 December**, **2024** (Correction window).
- (ix) 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.

- (x) Selection of a candidate in the test is provisional, subject to being found otherwise eligible for admission.
- (xi) In case a candidate is found providing incorrect information or the identity is proved to be false at any time in the future, the candidate shall face penal action as per the law.
- (xii) The Candidates are not required to send/ submit the confirmation page of Online Application Form to the NTA. However, he/she is advised to retain the following documents with them as reference for future correspondence:
  - **♦** 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-2025

- 1. 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.
- 3. 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.
- 4. In case candidates are unable to download Admit Cards from the website, they may approach the Help Line between 09:30 PM to 6:00 PM (during working days).
- 5. The candidates are advised to read the instructions on the Admit Card carefully and follow them during the conduct of the examination.
- 6. 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-2025 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.

#### 7. Conduct of Exam

Candidates are advised to go through the instructions given in the Admit Card carefully before going for the Examination.

#### 8. Documents to be brought to the Examination Centre

- i. Candidates must bring the following documents to the Test Centre
- ii. Printed copy of Admit Card downloaded from NTA website.
- iii. One passport size photograph (same as uploaded on the Online Application Form) for pasting on the specific space in the Attendance Sheet at Centre during the Examination. Any one of the authorized photo IDs (must be original, valid and non-expired) PAN card/ Driving License/ Voter ID/ Passport/ Aadhaar Card (With photograph)/ Aadhaar Enrolment No/ Ration Card). The name on the photo identification must match with the name as shown on the Admit Card.
- iv. **PwD certificate/UDID Card** issued by the Competent Authority, if claiming the relaxation under PwD category.
- v. **PwD certificate/UDID Card** issued by the Competent Authority, if claiming the relaxation under PwD category below 40% category.

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

The detailed procedure for CBT is provided at Appendix-VIII. 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.
- 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.
- 1. 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-2025

- 1. The list of cities where Examination Centers are located is given at **Appendix –VII.** 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 2025.
- 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. Caution Notice & Non-Disclosure Agreeement (India)

#### 14.1. CAUTION NOTICE

- a) Candidates are advised to refer to CMAT 2025 website https://exams.nta.ac.in/CMAT/ for authentic information and periodic updates about CMAT 2025.
- b) Candidates are advised not to be allured by various claims of any party or person or institute for qualifying CMAT 2025 Examination or securing seat.
- c) Candidates are advised to bring any such information to the notice to NTA by e-mail on https://exams.nta.ac.in/CMAT/

# 14.2. NON-DISCLOSURE AGREEMENT (NDA)

- a) CMAT-2025 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 2025, the candidate explicitly agrees to the above Non-Disclosure Agreement and general terms of use for CMAT 2025 as contained in this Information Bulletin & CMAT 2025 website <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a>
- 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.

# 15. Unfair Means Practices and Breach of Examination Rules

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 an examination (impersonation) or preparing material for copying;
- c) Breaching examination rules or any direction issued by NTA in connection with the CMAT 2025 examination from time to time;
- d) Assisting other candidates to engage in malpractices, giving or receiving assistance of any kind directly or indirectly or attempting to do so;
- e) Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the Examination Centre;
- f) Threatening any of the officials connected with the conduct of the examination or threatening any of the candidates;
- g) Using or attempting to use any other undesirable method or means in connection with the examination:
- h) Manipulation and fabrication of online documents viz. Admit Card, Self-Declaration, score card, certificates issued by any Government authority etc.;
- i) Forceful entry in /exit from Examination Centre/Hall;
- j) Use or attempted use of any electronic device after entering the Examination Centre;
- k) Affixing/uploading of wrong/morphed photographs/signatures on the Application Form/Admit Card/ Proforma;
- 1) Creating obstacles in the smooth and fair conduct of the examination;
- m) Not attempting the question paper for long time intervals;
- n) Fidgeting and looking here and there;
- o) In possession of bits of paper;
- p) Any other malpractices declared as Unfair Means by the NTA;
- q) Any candidate with more than one Application Number (more than one SCORE CARDS) will be treated as UFM, even if found at a later stage, and strict action will be taken against that Candidate.
- r) An offence punishable under the Public Examinations (Prevention of Unfair Means) Act, 2024.

#### Punishment for using unfair means practices

During the course of, before, or after the examination if a candidate indulges in any of the above or similar practices, he/she shall be deemed to have used unfair practices and booked under the UNFAIR MEANS (U.F.M.) case. **The candidate may be debarred for 3 years in the future** and shall also be liable *for criminal action* and /or any other action as deemed fit.

#### **Cancellation of Result**

The result CMAT 2025 of the candidate(s) who indulge in Unfair means Practices will be cancelled and will not be declared. Similarly, the result of those candidates who appear from the Centre other than the one allotted to them or allow another candidate/person to write the examination on his behalf will be cancelled. No plea will be entertained in this regard.

#### 16. Display of Recorded Responses

The NTA will display the recorded responses and Question Paper attempted by the candidates on the NTA website <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a> prior to declaration of result. The recorded responses are likely to be displayed for two to three days.

# 17. Display of Provisional Answer Key for Challenges

- 1. The NTA will display Provisional Answer Key of the questions on the NTA website: https://exams.nta.ac.in/CMAT/ 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 ₹ 200/- 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 Results will be declared based on it.

#### 18. 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-2025 will be entertained. The raw (actual) marks obtained by a candidate will be considered further for computation of the Result of CMAT-2025. No Score Card will be dispatched to the candidates and the candidates are advised to download their Score Cards from the website: https://exams.nta.ac.in/CMAT/only.

The National Testing Agency (NTA) is an Examination conducting body and will provide CMAT Score 2025. 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.
- 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.

#### 19. Normalization procedure (Appendix– IX):

- a) For multi-shift papers, raw marks obtained by the candidates in different shifts/sessions will be converted to NTA Score (percentile).
- b) The detailed procedure on NTA Score being adopted is available on NTA website under Normalization procedure based on Percentile Score.
- c) In case a subject test is conducted in multi-shifts, NTA Score will be calculated corresponding to the raw marks obtained by a candidate. The calculated NTA Score for the Raw Marks for all the shifts/sessions will be merged for further processing for deciding the allocation.
- d) 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 a greater number of shifts the same principle shall apply.

#### 20. Re-Evaluation/Re-Checking of result

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

### 21. Correspondence with NTA

All the correspondence should be addressed by e-mail to NTA on <a href="https://exams.nta.ac.in/CMAT/">https://exams.nta.ac.in/CMAT/</a> 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.

#### 22. 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 2025 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.

# 23. Weeding Out Rules

The record of Common Management Admission Test (CMAT) - 2025 would be preserved upto 90 days from the date of declaration of result.

#### 24. Legal Jurisdiction

All disputes pertaining to the conduct of CMAT- 2025 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.

# PAYMENT OF EXAM FEE - PROCEDURE/ MODE / SERVICE PROVIDER(S) AND SERVICES CHARGES

1. Prescribed Examination Fee (please see the Information at a Glance) can be paid through any Bank/Payment Gateway in any Payment Mode mentioned below. The 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		SBI	
1	Net Banking	SBI	Rs 5.00+GST	
1		Other Banks		
2	Debit Cards		Nil	
3	Credit Cards	Domestic  International	0.80% + GST 3.50% of Fee+ GST (Minimum Rs 11/-)	
4	Unified Payment Interface (UPI)	NIL Charge		

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

Level	Name	Email ID	Contact Number
1	Helpdesk3	sbi.05222@sbi.co.in	08026599990
2	Customer Care	agmcustomer.Ihodel@sbi.co.in	1800112211
4	Through SMS	<u>UNHAPPY</u> (add text)	8008202020

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

Email: cmat@nta.ac.in

**Phone No.**: 011-40759000 (09: 30 AM to 06:00 PM)

#### 3. Procedure to raise payment related Grievance:

After (successful completion of Step-4, 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 Appendix- I of the Information Bulletin), for ensuring the successful payment.

Inspite 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).

#### THE SCHEDULE

[See clause (zc) of section 2]

#### SPECIFIED DISABILITY

#### Physical disability.—

- A. Locomotor disability (a person's inability to execute distinctive activities associated with movement of self and objects resulting from affliction of musculoskeletal or nervous system or both), including—
  - (a) "leprosy cured person" means a person who has been cured of leprosy but is suffering from—
    - (i) loss of sensation in hands or feet as well as loss of sensation and paresis in the eye and eye-lid but with no manifest deformity;
    - (ii) manifest deformity and paresis but having sufficient mobility in their hands and feet to enable them to engage in normal economic activity;
    - (iii) extreme physical deformity as well as advanced age which prevents him/her from undertaking any gainful occupation, and the expression "leprosy cured" shall construed accordingly;
  - (b) "cerebral palsy" means a Group of non-progressive neurological condition affecting body movements and muscle coordination, caused by damage to one or more specific areas of the brain, usually occurring before, during or shortly after birth;
  - (c) "dwarfism" means a medical or genetic condition resulting in an adult height of 4 feet 10 inches (147 centimeters) or less;
  - (d) "muscular dystrophy" means a group of hereditary genetic muscle disease that weakens the muscles that move the human body and persons with multiple dystrophy have incorrect and missing information in their genes, which prevents them from making the proteins they need for healthy muscles. It is characterised by progressive skeletal muscle weakness, defects in muscle proteins, and the death of muscle cells and tissue;
  - (e) "acid attack victims" means a person disfigured due to violent assaults by throwing of acid or similar corrosive substance.

#### B. Visual impairment-

- (a) "blindness" means a condition where a person has any of the following conditions, after best correction—
  - (i) total absence of sight; or
  - (ii) visual acuity less than 3/60 or less than 10/200 (Snellen) in the better eye with best possible correction; or
  - (iii) limitation of the field of vision subtending an angle of less than 10 degree.
- (b) "low-vision" means a condition where a person has any of the following conditions, namely:—
  - (i) visual acuity not exceeding 6/18 or less than 20/60 upto 3/60 or upto 10/200 (Snellen) in the better eye with best possible corrections; or

(ii) limitation of the field of vision subtending an angle of less than 40 degree up to 10 degree.

#### C. Hearing impairment-

- (a) "deaf" means persons having 70 DB hearing loss in speech frequencies in both ears;
- (b) "hard of hearing" means person having 60 DB to 70 DB hearing loss in speech frequencies in both ears;
- D. "speech and language disability" means a 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.
- Intellectual disability, a condition characterised by significant limitation both in intellectual functioning (rasoning, learning, problem solving) and in adaptive behaviour which covers a range of every day, social and practical skills, including—
  - (a) "specific learning disabilities" means a heterogeneous group of conditions wherein there is a deficit in processing language, spoken or written, that may manifest itself as a difficulty to comprehend, speak, read, write, spell, or to do mathematical calculations and includes such conditions as perceptual disabilities, dyslexia, dysgraphia, dyscalculia, dyspraxia and developmental aphasia;
  - (b) "autism spectrum disorder" means a neuro-developmental condition typically appearing in the first three years of life that significantly affects a person's ability to communicate, understand relationships and relate to others, and is frequently associated with unusal or stereotypical rituals or behaviours.

#### 3. Mental behaviour,-

"mental illness" means a substantial disorder of thinking, mood, perception, orientation or memory that grossly impairs judgment, behaviour, capacity to recognise reality or ability to meet the ordinary demands of life, but does not include retardation which is a condition of arrested or incomplete development of mind of a person, specially characterised by subnormality of intelligence.

#### 4. Disability caused due to-

- (a) chronic neurological conditions, such as-
- (i) "multiple sclerosis" means an inflammatory, nervous system disease in which the myelin sheaths around the axons of nerve cells of the brain and spinal cord are damaged, leading to demyelination and affecting the ability of nerve cells in the brain and spinal cord to communicate with each other;
- (ii) "parkinson's disease" means a progressive disease of the nervous system marked by tremor, muscular rigidity, and slow, imprecise movement, chiefly affecting middle-aged and elderly people associated with degeneration of the basal ganglia of the brain and a deficiency of the neurotransmitter dopamine.

#### (b) Blood disorder-

- (i) "haemophilia" means an inheritable disease, usually affecting only male but transmitted by women to their male children, characterised by loss or impairment of the normal clotting ability of blood so that a minor would may result in fatal bleeding;
- (ii) "thalassemia" means a group of inherited disorders characterised by reduced or absent amounts of haemoglobin.
- (iii) "sickle cell disease" means a hemolytic disorder characterised by chronic anemia, painful events, and various complications due to associated

tissue and organ damage; "hemolytic" refers to the destruction of the cell membrane of red blood cells resulting in the release of hemoglobin.

- 5. Multiple Disabilities (more than one of the above specified disabilities) including deaf blindness which means a condition in which a person may have combination of hearing and visual impairments causing severe communication, developmental, and educational problems.
  - 6. Any other category as may be notified by the Central Government.

DR. G. NARAYANA RAJU, Secretary to the Govt. of India.

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MANOJ Drignally signed by MANOJ KUMAR Suns: 2016.12.28 21.32:17 -0530

GMGIPMRND-4011GI(S3)-28-12-2016.

# Appendix – III

(Ministry of Social Justice & Empowerment, Govt. of India Office memorandum No F. No. 34-02/2015- DD-III dated 29 August 2018)

# Certificate regarding physical limitation in an examinee to write

This to certify that, I have examined Mr/ Ms/ Mrs	(Name	of
the candidate with disability), a person with of disability as mentioned in the certificate a resident of	of disability), S/ o/ D/	ge o
(Village/ District/ State) and to state that he/ she has phys writing capabilities owing to his/ her disability.		er
	Signatur	re
Chief Medical Officer/ Civil S	Surgeon/ Medical Superintendent of	a
	Government health care institution	n
	Name & Designatio	n.
Name of Government H	Hospital/Health Care Centre with Se	al
Place:		
Date:		
Note:- Certificate should be given by a specialist of the impairment — Ophthalmologist, Locomotor disability –		ıal

### Appendix – IV (More than 40%)

### LETTER OF UNDERTAKING FOR USING OWN SCRIBE

I		, a candidate with		(nature of the disability)
appear	ring for		(nam	e of the examination)
bearin	g Roll No		_ at	e of the examination) (name of
the cer	ntre) in the District		_,	(name
of the	State). My education	onal qualification is		(name
the se				of the scribe) will provide king the aforementioned
subsec	quently it is found		not as declared by	In case, we the undersigned and is not relating thereto.
			(Si <sub>§</sub>	gnature of the candidate)
		(counter signature by the	e parent/guardian, i	f the candidate is minor)
Place:				
Date:				

#### Appendix – V

(Ministry of Social Justice & Empowerment, Govt. of India F. No. 29-6/2019-DD-III dated 10 August 2022)

Certificate for person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

- 2. The above candidate uses aids and assistive device such as prosthetics & orthotics, hearing aid (name to be specified) which is /are essential for the candidate to appear at the examination with the assistance of scribe.
- 3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid upto

  \_\_\_\_\_\_ (it is valid for maximum period of six months or less as may be certified by the medical authority)

Signature of medical authority

			Digitature	of incurcal authority					
(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)					
Orthopedic / PMR specialist	Clinical Psychologist/ Rehabilitation Psychologist/Psychiatrist / Special Educator	Neurologist (if available)	Occupational therapist (if available)	Other Expert, as nominated by the Chairperson (if any)					
	(Signature & Name)								
	Chief Medical Officer/Civil Surgeon/Chief District Medical OfficerChairperson								

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Place:

Date:

#### Appendix – VI (Less than 40%)

(Ministry of Social Justice & Empowerment, Govt. of India F. No. 29-6/2019-DD-III dated 10 August 2022)

Letter of Undertaking by the person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

I, a candidate v	with (nature of
disability/condition) appearing for the	(name of the examination)
bearing Roll No	_ at (name of
the centre) in the District	, (name
of the State). My educational qualification is	
4. I do hereby state that	(name of the scribe) will provide
the service of scribe for the undersigned for taking	g the aforementioned examination.
5. I do hereby undertake that his qualificati	on is In case,
subsequently it is found that his qualification is	not as declared by the undersigned and is
beyond my qualification. I shall forfeit my right to	o the post or certificate/diploma/degree and
claims relating thereto.	
	(Signature of the candidate)
	(Signature of the candidate)
(counter signature by the	e parent/guardian, if the candidate is minor)
Place:	
Date:	

# **Appendix -VII**

### List of Examination Cities for CMAT-2025

S.No.	Zone	State State	City	City Code
1	East 1	Bihar	Gaya	BR05
2	East 1	Bihar	Muzaffarpur	BR06
3	East 1	Bihar	Patna	BR07
4	East 1	Jharkhand	Dhanbad	<i>JH02</i>
5	East 1	Jharkhand	Jamshedpur	<i>JH03</i>
6	East 1	Jharkhand	Ranchi	JH04
7	East 1	Odisha	Berhampur-Ganjam	OR03
8	East 1	Odisha	Bhubaneswar	OR04
9	East 1	Odisha	Sambalpur	OR09
10	East 2	Andaman And Nicobar Island	Port Blair	AN01
11	East 2	Arunachal Pradesh	Itanagar/Naharlagun	AL01
12	East 2	Assam	Dibrugarh	AM01
13	East 2	Assam	Guwahati	<i>AM02</i>
14	East 2	Manipur	Imphal	MN01
15	East 2	Meghalaya	Shillong	MG01
16	East 2	Nagaland	Kohima	NL02
17	East 2	Tripura	Agartala	TA01
18	East 2	West Bengal	Kolkata	WB10
19	East 2	West Bengal	Siliguri	WB11
20	North 1	Delhi	Delhi-NCR	<i>DL01</i>
21	North 1	Haryana	Faridabad	HR03
22	North 1	Haryana	Gurugram	HR04
23	North 1	Uttar Pradesh	Meerut	<i>UP14</i>
24	North 2	Uttar Pradesh	Agra	<i>UP01</i>
25	North 2	Uttar Pradesh	Allahabad/Prayagraj	<i>UP03</i>
26	North 2	Uttar Pradesh	Bareilly	<i>UP04</i>
27	North 2	Uttar Pradesh	Gorakhpur	<i>UP08</i>
28	North 2	Uttar Pradesh	Kanpur	<i>UP11</i>
29	North 2	Uttar Pradesh	Lucknow	<i>UP12</i>
30	North 2	Uttar Pradesh	Moradabad	<i>UP15</i>
31	North 2	Uttar Pradesh	Varanasi	<i>UP18</i>
32	North 2	Uttarakhand	Dehradun	UK01
33	North 2	Uttarakhand	Haldwani	UK02
34	North 2	Uttarakhand	Roorkee	UK06
35	North 3	Rajasthan	Jaipur	<i>RJ06</i>
36	North 3	Rajasthan	Jodhpur	<i>RJ07</i>
37	North 3	Rajasthan	Kota	<i>RJ08</i>
38	North 3	Rajasthan	Udaipur	<i>RJ11</i>
39	North 4	Chandigarh	Chandigarh/Mohali	CH01
40	North 4	Haryana	Ambala	HR01
41	North 4	Himachal Pradesh	Hamirpur (Himachal Pradesh)	HP03

42	North 4	Himachal Pradesh	Shimla	HP06
43	North 4	Jammu And Kashmir	Jammu	JK02
44	North 4	Jammu And Kashmir	Srinagar	JK04
45	North 4	Ladakh	Leh	LL01
46	North 4	Punjab	Amritsar	PB01
47	North 4	Punjab	Bhatinda	PB02
48	North 4	Punjab	Jalandhar/ Phagwara	PB04
49	North 4	Punjab	Patiala/ Fatehgarh Sahib	PB08
50	South 1	Andhra Pradesh	Guntur	AP07
51	South 1	Andhra Pradesh	Kurnool	AP10
52	South 1	Andhra Pradesh	Nellore	AP11
53	South 1	Andhra Pradesh	Rajahmundry	AP13
54	South 1	Andhra Pradesh	Tirupathi	AP16
55	South 1	Andhra Pradesh	Vijayawada	AP17
56	South 1	Andhra Pradesh	Visakhapatnam	AP18
57	South 1	Karnataka	Bengaluru	KK04
58	South 1	Karnataka	Dharwad/Hubballi(Hubli)	KK10
59	South 1	Karnataka	Gulbarga	KK08
60	South 1	Karnataka	Mangaluru(Mangalore)	KK12
61	South 1	Karnataka	Mysuru(Mysore)	KK14
62	South 1	Telangana	Hyderabad	TL01
63	South 1	Telangana	Karimnagar	TL02
64	South 1	Telangana	Warangal	TL07
65	South 2	Kerala	Alappuzha	KL01
66	South 2	Kerala	Ernakulam	KL04
67	South 2	Kerala	Kannur	KL07
68	South 2	Kerala	Kottayam	KL11
69	South 2	Kerala	Kozhikode	KL12
70	South 2	Kerala	Thiruvananthapuram	KL17
71	South 2	Kerala	Thrissur	KL18
72	South 2	Tamil Nadu	Chennai	TN01
73	South 2	Tamil Nadu	Coimbatore	TN02
74	South 2	Tamil Nadu	Madurai	TN08
75	South 2	Tamil Nadu	Tiruchirappalli	TN14
76	West 1	Goa	Panaji	GO01
77	West 1	Gujarat	Ahmedabad/Gandhinagar	GJ01
78	West 1	Gujarat	Anand	GJ02
79	West 1	Gujarat	Bardoli	GJ03
80	West 1	Gujarat	Bhuj	GJ17
81	West 1	Gujarat	Jamnagar	GJ06
82	West 1	Gujarat Gujarat	Mehsana	GJ08
83	+			GJ08 GJ10
84	West 1	Gujarat	Rajkot	GJ10 GJ11
	West 1	Gujarat	Surat	
85	West 1	Gujarat	Vaload/Vari	GJ12
86	West 1	Gujarat	Valsad/Vapi	GJ13
87	West 1	Maharashtra	Ahmednagar	MR01
88	West 1	Maharashtra	Amravati	<i>MR03</i>

89	West 1	Maharashtra	Chhatrapati Sambhaji Nagar	MR04
90	West 1	Maharashtra	Jalgaon	MR13
91	West 1	Maharashtra	Kolhapur	MR14
92	West 1	Maharashtra	Mumbai/Navi Mumbai	MR16
93	West 1	Maharashtra	Nagpur	<i>MR17</i>
94	West 1	Maharashtra	Nanded	MR18
95	West 1	Maharashtra	Nashik	MR19
96	West 1	Maharashtra	Pune	MR22
97	West 1	Maharashtra	Solapur	MR27
98	West 1	Maharashtra	Thane	MR28
99	West 1	Maharashtra	Yavatmal	MR34
100	West 2	Chhattisgarh	Bhilai Nagar/Durg	CG01
101	West 2	Chhattisgarh	Raipur	CG03
102	West 2	Madhya Pradesh	Bhopal	<i>MP03</i>
103	West 2	Madhya Pradesh	Gwalior	<i>MP06</i>
104	West 2	Madhya Pradesh	Indore	<i>MP07</i>
105	West 2	Madhya Pradesh	Jabalpur	MP08
106	West 2	Madhya Pradesh	Sagar	MP12
107	West 2	Madhya Pradesh	Ujjain	MP15

#### **Computer Based Test (CBT)**

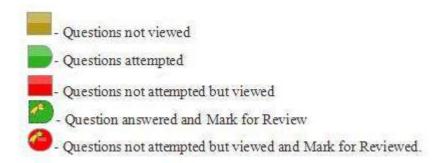
- (a) A computer terminal (node) indicating Roll Number will be allotted to each candidate. Candidates should find and sit on their allotted computers only. Any candidate found to have changed room/hall or the computer on their own rather than the one allotted would be liable to cancellation of candidature 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 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.



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.

# (I) Procedure for answering questions that require inputs from on-screen virtual key board (numeric or otherwise):

- 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.

#### **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:

100 X Number of candidates appeared in the 'Session' with raw score EQUAL TO OR LESS than the candidate.

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	Dow/Chift	N	o of Candida	Marks		
Session	Day/Shift	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	100.0000000 [(28012/28012)*100]	i.e. all the highest
Session -2	32541	346	32541	100.0000000 [(32541/32541)*100]	raw scores would be normalized to
Session -3	41326	331	41326	100.0000000 [(41326/41326)*100]	100 Percentile Score for their
Session -4	40603	332	40603	100.0000000 [(40603/40603)*100]	respective session.

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

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

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	<b>100.000000</b> [(41326/41326)*100]	1		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).
В	<b>90.1224411</b> [(37244/41326)*100]	77	1.7.1	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	<b>50.4549194</b> [(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
D	<b>31.7040120</b> [(13102/41326)*100]	789		those appeared have scored more than candidate C (41 raw score).  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	<b>1.1034216</b> [(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.

Total Percentile (TP1):

No. of candidates appeared from the session with raw score EQUAL TO OR LESS than T1 score

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.

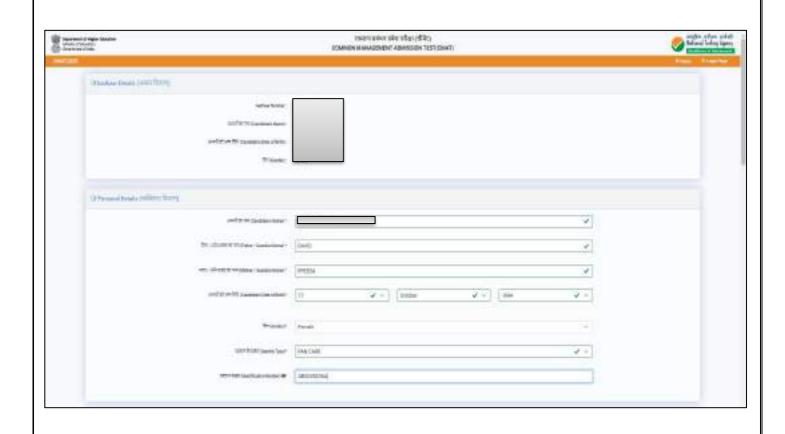
In the events of the percentiles for the multi-shifts being dissimilar / unequal, the lowest will be the eligibility cut-off for that category for all candidates (i.e. all shifts).

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.

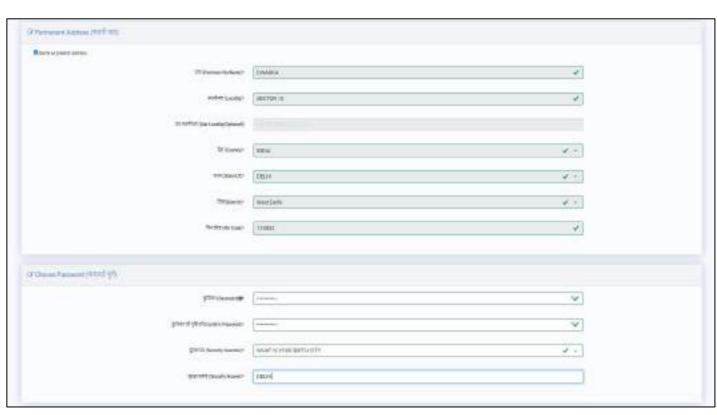
#### **Replica of Application Form**



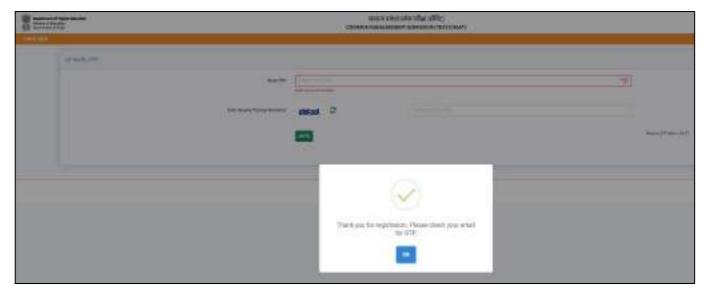
## CMAT-2025 Logis and liberal Scatters for entire submission of Application Form Mose Scient Their Carcitorin, kindly use your Audites's Marking proof (Dott) use your parents installed be identity to create legin as your Audites's Notetity proof will be used for verification but best basin purpose at different stages of easiers. Doing anyone's else Aadhour Voersite continue result in operall at an of your condidature हिन अपनी होतिन करने के दिए अपने अध्यापद्वार प्रकार अपने <mark>पान विकास के दिन विकास का प्रकार कर</mark>ों के साम अपने का के बाद प्रकार का प्रकार का प्रकार परिच करने में प्रकार प्रकार के लिए किया करने। हिन्दे अने हे अहर प्राप्तान का एक्को कार्ने के जाती अर्थित ने हो सार्वे हैं।) How as Author Number and such to conductive Conjugate Section (Author Active Conjugate Section Conjuga र्मात ने किंद्र नार्म में क्रमीनान प्रोहरों ने हिए ताल देश ना प्रमोत नार्म ने हिए ताले सूची प्राप्त नार्म नहीं है Have Digloter Account I with their and identify though Digloter ( कि प्रियोग कर है । विशेष के पार्ट के लिए कर के पार्ट करिया कर साथ पार्ट के I do not have a Diplocion Account. I with the count or Diplocion Account and logs and wheth through Diplocion. I H. On Tribelline growth 6. A sum tribelline growth 6 of Tribelline in your 4 of the sale also and your purific and assumption of the sale and your purific and assumption of the sale and you are purification or the sale and you are Have an Academic Base of Goods (C) (ACC CC), I what to loops and colorally through selection. At the proper plants are suffered to a for the period of the p I the not have between thank of books (1) seeds (2) seeds (2) minds constaining seeds is minds and minds from places (1). First places in the place of the first places (1) the places (1) ांकर का सर्वाक Passport and with to create my Logic using Passport. में उस एक पर्याट उसकों है और में आरोप परवर्ष का उपने परवर्ष अपन सीता करना पहला परवर्ष है ा tumo Per Carl and and recommend up Lagrange Pers. और यह में मार्टी है की दें अमें के लाई या उपने काले अने शिन समय जाता नहीं हैं. ां turns him helper and was to create top Logic song No-rocke Pappare. मेरे देश तर फिल्म्प्री कारों है और में अपने प्रस्ताती कारों है का लागित करते जाता जीता करता पार प्रस्ताती है Please doe that for authorization through ten-Halbaur options or next page Authorization at the Even Corbol, you will reach seed Even Corbol. Not well no gettine authorization completed. बच्च दर्भावि अर्थ कु प्रति तत्त्व विकार के प्रत्य ने प्राणीवन के ति । वीश्व वैद्य का प्राणीवन पूर्व करने के ति । वार्त विकार करने के तार के तार करने के ता तार करने के तार करने के तार करने के तार करने के तार कर के तार करने के तार कर करने करने करने के तार करने के तार कर तार कर करने क





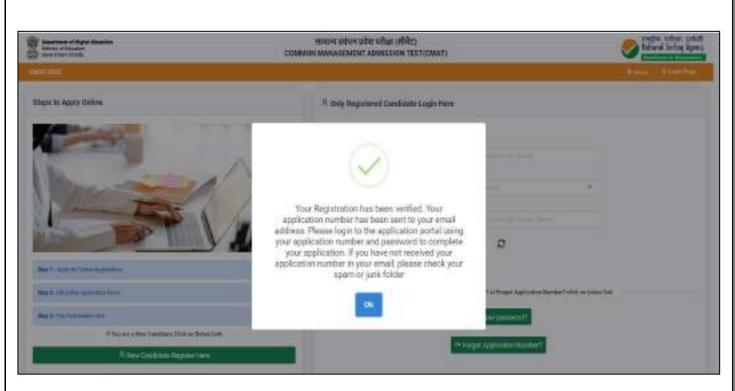


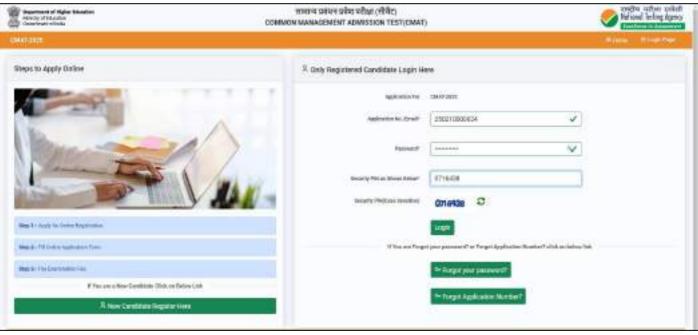




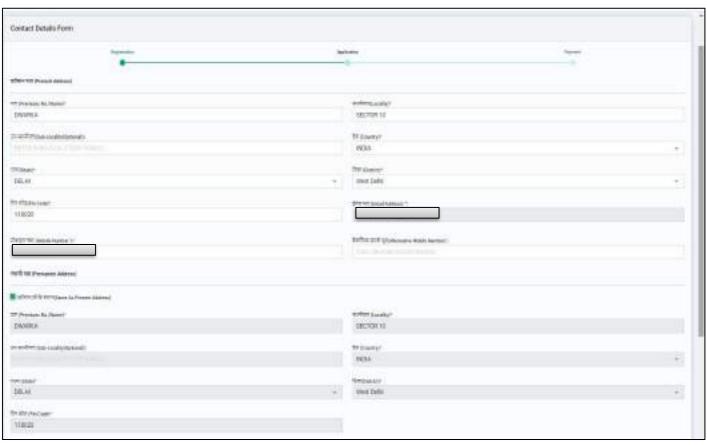




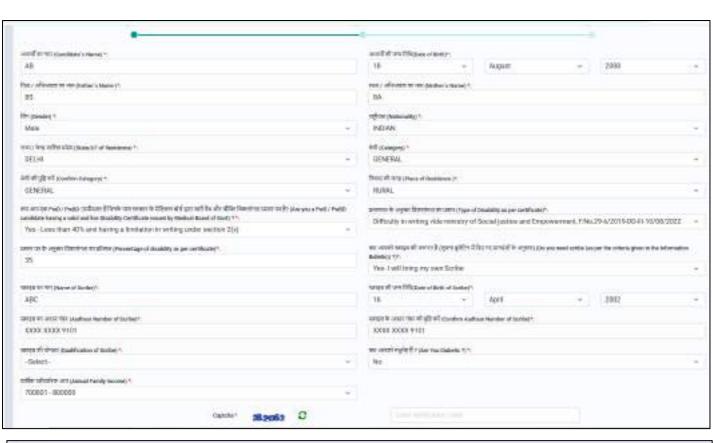




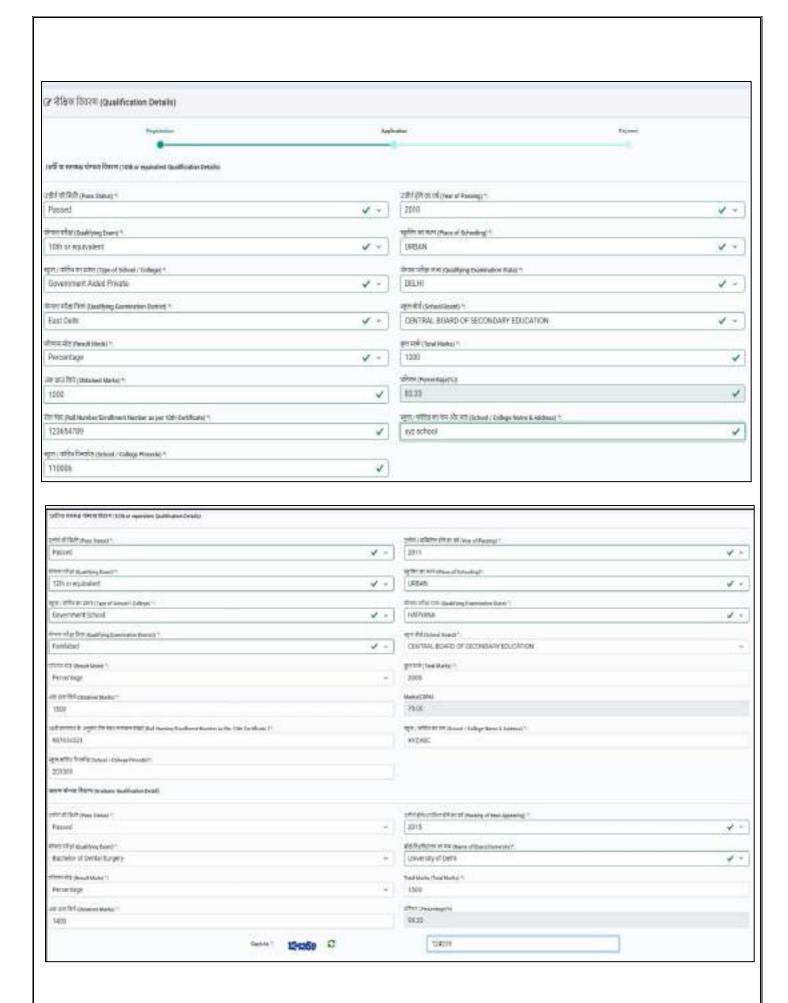












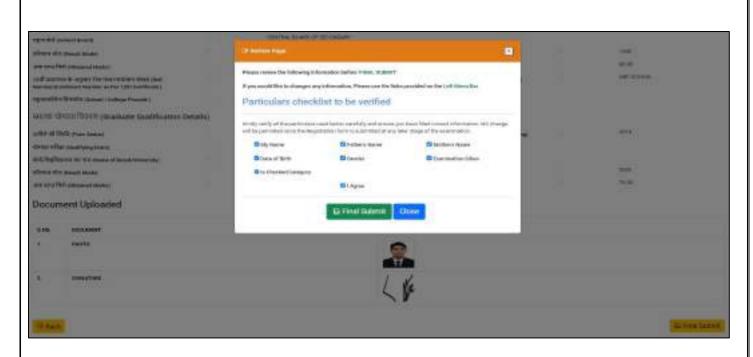


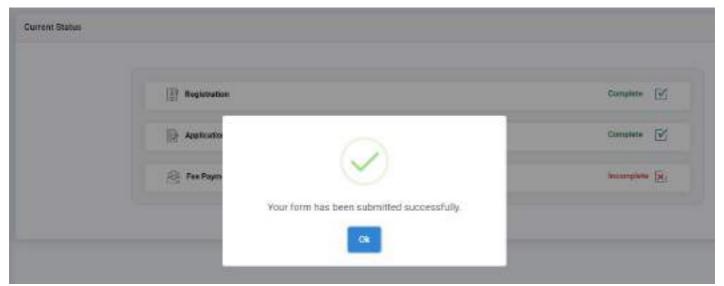
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CMAT-2025 Confirmation Page



Government of India	Confirma	tion Page	e in Assessment	
Application Number	250210000073			
उम्मीदवार लें अनुरोध है कि वह भविष्य के संदर्भ रे page for future Reference.)	हे लिए पुष्टिकरण पृष्ट का प्रिंटआर	उट अपने पास रखें (Candidate is requested to reta	sin the printout of Confirmati	
व्यक्तिगत ब्योरा (Personal Detail)			9	
अभ्यर्थी का नाम (Candidate Name)	AB	अभ्यर्थी की जन्म निधि (Candidate Date of Birth)	18-08-2008	
पिता / अभिभाषक का नाम (Father's Name)	BS	माता/अभिभाषक का नाम (Mother/Guardian Name)	BA	
लिंग (Gender)	MALE	वर्ग (Category)	ST	
थेणी प्रमाणपत्र आईडी / संख्या (Category Certificate ID / Number)	112	क्षेणी प्रमाणपत्र जारी करने वाले प्राधिकारी का नाम (Name of the authority issuing the category certificate)	ASFS	
श्रेणी प्रमाणपत्र जारी करने की निधि (Category Certificate Issue Date) (DD/MM/YYYY)	19-10-1963			
राज्य / केन्द्र शासिन प्रदेश (State/UT of Residence)	DELHI	निवास की जगह (Place of Residence )	RURAL	
राष्ट्रीयता (Nationality)	INDIAN	क्या आप आरपीडब्ल्युडी अधिनियम 2016 के प्रावधानों के अनुसार दिव्यांग उम्मीदवार हैं ? (Are you a PwD candidate as per the provisions of the RPwD Act 2016)?	NO	
क्या आपको मधुमेह हैं ?(Are You Diabetic ?)	No	वाषिक पारिवारिक आय (Annual Family Income)	Rs. 700001 - 800000	
संपर्क ब्योरा वर्तमान पता (Contact Detai	ls Present Address)			
पता (Premises No./Name)	ASDAS	स्थानीयता(Locality)	SDFS	
उप-स्थानीयता(Sub-Locality)	NA	देश (Country)	INDIA	
राज्य(STATE/UT)	BIHAR	जिला (District)	ARWAL	
पिन कोड(Pin Code)	201301	मेल पता (Email Address)		
मोबाइल नंबर (Mobile Number )		वैकल्पिक संपर्क सूत्र(Alternative Mobile Number)	NA	
स्थायी पता (Permanent Address)			,	
पता (Premises No./Name)	ASDAS	स्थानीयता (Locality)	SDFS	
उप-स्थानीयता (Sub-Locality)	NA	देश (Country)	INDIA	
राज्य (State/UT)	BIHAR	िजला (District)	ARWAL	
पिन कोड (Pin Code)	201301			
परीक्षा केंद्र और विदरण (EXAM CENTI	ER AND DETAILS)		d .	
आवेदन के लिए (Applying For)	CMAT 2025			
पिता / अभिभाषक योग्यता (Father/Guardian Qualification)	MATRICULATE	पिता / अभिभावक व्यवसाय (Father/Guardian Occupation)	GOVERNMENT SERVICE	
माता / अभिभावक योज्यता (Mother/Guardian Qualification)	MATRICULATE	माता / अभिभावक व्यवसाय (Mother/Guardian Occupation)	PHARMACY	
क.सं. (S.No.)	परीक्षा केंद्र के लिए विकल्प (Choice For Exam Centre)	शहर का नाम (राज्य का नाम) (City Name (Sta	te Name))	
1	परीक्षा राज्य / ब्राहर-पहली पसंद (Exam State/City-1st Choice)	PANAJI (GOA)	NAJI (GOA)	
2	परीक्षा राज्य / शहर-दूसरी पसंद (Exam State/City-2nd Choice)	ANAND ( GUJARAT )		
3	परीक्षा राज्य / शहर-तीसरी पसंद (Exam State/City-3rd Choice)			
4	परीक्षा राज्य / शहर-चौधी पसंद (Exam State/City-4th Choice)	RHODAL (MADHYA DRADESH)		
Qualification Details 10वीं या समकक्ष योग्यता विवरण (10th o	ur comiyalent Ωnalification	Detnile)		
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बनवना पराक्षा (Quantying Exam) स्कूल / कॉलेज का प्रकार (Type of School / College)	GOVERNMENT SCHOOL / COLLEGE	L. Bronn an Gard (Lince of Schooling)	CAUGI	

sirven viter mes (Qualifying Examination State)	GUJARAT	utruer viter feer (Qualifying Exmanation District)	MAHESANA	
स्कृत वीर्ष (School Board)	CENTRAL BOARD OF SECONDARY EDUCATION			
परिचाम बीड (Result Mode)	PERCENTAGE	कुल मार्क (Total Marks)	1200	
भंक प्राप्त किये (Obtained Marks)	B00	प्रनिम्नन (Percentage(%))	66.66	
ther ear (Roll Number/Enrollment Number as per 10th Certificate)	ABCNYZ	त्कृत / कॉलेज का नाम और पता (School / College Name & Address)	ABCXYZ	
स्कृत / कोलेज विश्वकोड (School / College Piacode)	110020			
12वीं या समजना बोरवता क्विरण (12th e	or equivalent Qualification	Details)		
उलीर्ज को स्थिति (Pacs States)	Parced	उनीर्च होने का वर्ष (Year of Passing)	2021	
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योग्यना क्रीशा राज्य (Qualifying Examination State)	HIMACHAL PRADESH	airum aften fann (Qualifying Eunanisation District)	CHAMBA	
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परिचास मोड (Result Mode)	Percentage	कुल सार्क (Total Marks)	3000	
संक प्राप्त किये (Obtained Marks)	1500	प्रतिस्रत (Percentage(%))	75.00	
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स्कृत/कोलेन पिननोष (School / College Pincode )	110020			
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योगयना क्रीका (Qualifying Exam)	BACHELOR OF PHARMACY			
बोडं/विषयिष्यालय का नाम (Name of Board/University)	BABASAHEB BHIMRAO AMBEDKAR BIHAR UNIVERSITY			
परिचादा आह (Result Mode)	PERCENTAGE	कुल मार्क (Total Marks)	2500	
sie: प्राप्त किये (Obtained Marks)	1500	प्रतिपान (Pexcentage(%))	60.00	
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I declare that information furnished by me in the application form is true in all respect and nothing is concealed. In case any entry or information is found to be false, this shall entail automatic cancellation of my admission besides rendering me liable to such actions as deemed fit by the University. I hereby undertake that I have carefully gone through the eligibility conditions prescribed in the prospectus for the programme. I am applying after satisfying that I meet the eligibility conditions. If at any stage it is found that I do not fullfull the minimum prescribed criteria, my admission, if granted, shall stand cancelled and I shall have no right to admission whatsoever.

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# **National Testing Agency**

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

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

Help Line: For Technical support, contact following during working days between 10.00 a.m. to 5.00 p.m.

E-mail: cmat@nta.ac.in

https://nta.ac.in/

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