



राष्ट्रीय परीक्षा एजेंसी
National Testing Agency
Excellence in Assessment



दिल्ली विश्वविद्यालय
UNIVERSITY OF DELHI

Information Bulletin

DELHI UNIVERSITY ENTRANCE TEST (UG)



ACADEMIC
SESSION

2021-22

INFORMATION BULLETIN OF DUET (UG)-2021

1. About National Testing Agency (NTA)

The National Testing Agency (NTA) has been established by the Ministry of Human Resource Development (MHRD) which is now known as the Ministry of Education (MoE), Government of India (GOI), 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 conducting the Delhi University Entrance Test (DUET) from 2019 onwards, as entrusted to it by the Delhi University, for admission to selected **Undergraduate (UG), Post Graduate (PG), M.Phil and Ph.D Courses.**

2. About the Exam :

Like previous years, the **following UG Courses** are going to be conducted by NTA as part of DUET-2021 :

1. JAT BMS/BBA (FIA) & B.A. (Hons.) Business Economics
2. B.Tech. (IT & Mathematical Innovations)
3. B.A. (Honours) Humanities & Social Sciences
4. Five Year Integrated Course in Journalism (Hindi/English)
5. B.El.Ed.
6. B.A. (Honours) Multi Media and Mass Communication (Only for female students)
7. B.Sc. Physical Education, Health Education & Sports Sciences
8. Bachelor in Physiotherapy (BPT)/ Bachelor in Occupational Therapy (BOT)/ Bachelor in Prosthetics & Orthotics (BPO)

3. Schedule for Registration

Commencement Date	02 August 2021 (Monday)
Last Date	31 August 2021 (Tuesday)

4. Scheme of Examination

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

(*May vary in certain subjects depending upon the nature of the subject)

5. Syllabus for the Test

The Question Paper(s) for the Entrance Test for under DUET- 2021 for undergraduates shall be based on the syllabus prescribed by the DU, which would be available in the Information Bulletin to be issued by DU on its website.

Brief Advisory regarding COVID-19 Pandemic:

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

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

6. Reservation Policy

The reservation policy applicable for admission to the Courses covered under DUET-2021 would be as decided by the DU

7. Provisions for Persons with Benchmark Disability (PwBD) Candidates

- (i) In compliance of the "Guidelines for Conducting Written Examination for Persons with Benchmark Disabilities" issued by the Ministry of Social Justice & Empowerment vide Office Memorandum No. F.No. 34-02/2015-DD-III dated 29th August, 2018, the following provisions would be available to the Candidates with Benchmark Disabilities, as defined in Section 2(r) of the Rights of Persons with Disabilities (RPwBD) Act, 2016.
- (ii) A person with benchmark disability, as defined in Section 2 (r) of the RPwBD Act, "means a person with not less than 40 percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority".

The Candidate claiming to be a PwBD for availing the benefits / facilities needs to submit a certificate as per the format given on Annexure-I.

- (iii) A specified disability, as defined in Section 2 (zc) of the RPwBD Act, means the disabilities as specified in the Schedule of the said Act, which includes:
 - (a) Locomotor Disabilities: Leprosy, Cerebral Palsy, Dwarfism, Muscular Dystrophy, Acid Attack Victims;

- (b) Visual Impairment: Blindness & Low Vision;
 - (c) Hearing Impairment: Deaf & Hard of Hearing;
 - (d) Speech & Language Disability;
 - (e) Intellectual Disability: specific learning disability (dyslexia, dysgraphia, dyscalculia, dyspraxia & developmental aphasia), autism spectrum disorder;
 - (f) Mental illness;
 - (g) Chronic Neurological Conditions: Multiple sclerosis, Parkinson's diseases;
 - (h) Blood Disorder: Haemophilia, Thalassaemia, Sickle cell diseases;
 - (i) Multiple Disabilities: more than one of the specified disabilities including deaf blindness
- (iv) In case of candidates with benchmark disabilities in the category of blindness, locomotor disability (both arm affected-BA) and cerebral palsy, the facility of scribe/reader shall be given, if so desired by them.
- (v) In case of other category of persons with benchmark disabilities (the Schedule of the said Act may be referred to), the provision of scribe/reader can be allowed (if they so desire) on production of a certificate to the effect that the person concerned has physical limitation to write (use the mouse in case of CBT) 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 (Annexure-II).
- (vi) Such candidates will have the discretion of bringing his/her own scribe/reader or may opt to have Scribe/Reader from NTA or through any of its authorised Institute/Agency/Personnel involved in the examination.
- (vii) An eligible PwBD candidate, desirous of having facility of scribe/reader, shall have to mention his/her appropriate PwBD category in the relevant column of the application form and have also to record as to whether he/she will have his/her own arrangement of scribe/reader or it has to be arranged by NTA or through any of its authorised Institute/Agency/Personnel.
- (viii) The qualification of the scribe shall be one step below the qualification of the candidate taking the examination. The persons with benchmark disabilities opting for own scribe/reader should submit details of the own scribe as per proforma at (Annexure-III).
- (ix) In case a PwBD candidate who has opted for the scribe/reader from NTA or through any of its authorised Institute/Agency/Personnel, the Centre Superintendent shall arrange a meeting of the candidate with scribe/reader, a day before the examination, for giving him/her a chance to check/verify whether the

scribe/reader is suitable or not.

- (x) Compensatory time of not less than 20 minutes per hour of examination shall be given to a candidate allowed to use scribe/reader. If the examination is 03 hours duration, the compensatory time shall be 01 hour. In case the duration of the examination is less or more than 03 hours, the compensatory time shall be on pro-rata basis.

As far as possible, the examination for Person(s) with Disabilities should be held at the ground floor.

8. Examination Cities

The DUET-2021 will be conducted at the Centres located in the following Cities:

S.No	City	S.No.	City
1.	Ahmedabad/Gandhinagar	15.	Jammu
2.	Amritsar	16.	Kolkata
3.	Bangalore	17.	Lucknow
4.	Bhopal	18.	Mumbai/Navi Mumbai
5.	Bhubaneswar	19.	Nagpur
6.	Chandigarh/Mohali	20.	Patna
7.	Chennai	21.	Raipur
8.	Cuttack	22.	Ranchi
9.	Dehradun	23.	Shillong
10.	Delhi (NCR)*	24.	Shimla
11.	Guwahati	25.	Srinagar(J & K)
12.	Hyderabad	26.	Thiruvananthapuram
13.	Imphal	27.	Varanasi
14.	Jaipur		

- The Examination City Centre, once opted, shall not be changed. Please check the Admit Card carefully for your Name, Subject Group, Date of Birth, Gender, Examination Centre Name, City, and Category, etc. In case of any problem related to Admit card, please contact the given helpline numbers between 10:00 am to 5:00 pm.
- However, the NTA can allocate the Exam Centre in a City other than the Choice of Cities made by the Candidate in his online application form, due to administrative/ logistical reasons.

9. Admit Card

The Admit Card will be issued to the Candidates in due course on provisional basis, subject to their satisfying the eligibility conditions.

The candidate has to download the Admit Card from the NTA website (<https://nta.ac.in/>), which will be intimated through Public Notice issued on the said website.

Candidates have to appear in the Examination at the given Centre on Date and Shift (Timing) as would be indicated in their respective Admit Card.

No candidate will normally be allowed to appear at an Examination Centre, on the Date and Timing, other than that is allotted by NTA to him or her in his/her Admit card.

In case a candidate is unable to download Admit Card from the website or notices any discrepancy in his/her particular or photograph or signature shown in the Admit Card and Confirmation Page, the candidate may immediately *approach the Help Line of NTA between 10:00 am to 5:00 pm. In such cases, such candidate(s) would appear in the examination with the already downloaded Admit Card. However, NTA will take necessary action to make correction in the record later.*

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

Note:

- a. *Candidate may please note that Admit Cards will not be sent by post.*
- b. *In no case, the duplicate Admit Card for DUET 2021 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 reason (including illegible/ 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.*

10. Important instructions for candidates

1. Candidates are advised to go through Instructions printed on their respective Admit Card carefully before going for the Examination.
2. Candidates MUST bring the following Documents to the Test Centre on the day of examination :
 - a. **Print copy of Admit Card** downloaded from the NTA website
 - b. **One passport size photograph** (same as uploaded on the Online Application Form) for pasting on the specific space in the Attendance Sheet at the Centre during the Examination
 - c. **Any one of the authorized Govt photo IDs** (original, valid and non-expired), viz. PAN Card/ Driving License/ Voter ID/ Passport/ Aadhaar Card / Aadhaar Enrolment No/ Ration Card (with photograph).

Note:

1. **The name on the photo identification must match with the name as shown on the Admit Card.**
2. If the name has been changed due to events such as marriage, candidate must show the relevant document at the time of exam. Marriage Certificate/Divorce/Decree/Legal Name Change Document.

- d. **'Certificate regarding physical limitation in an examinee to write'** (from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government Health Care Institution in the format prescribed at **Annexure-II** of the Guidelines for conducting written examination for Persons with Benchmark Disabilities, issued by the Department of Disability vide OM No. 34-02/2015-DD-III dated 29.08.2018), *in case the Candidate is a Person with Benchmark Disability (PwBD) availing Scribe.*
 - e. **"Letter of undertaking for using own scribe"** in the format prescribed at **Annexure-III** of the Guidelines of Department of Disability dated 29.08.20218, in case the Candidate is a PwBD bringing his / her own scribe to the Exam Centre.
3. 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.
 4. The candidates shall report at the Examination Centre preferably **two** hours before the commencement of the examination so as to complete the frisking and registration formalities well before the time.
 5. Registration Desk at the Exam Centre will close 60 minutes prior to the examination. Candidates shall not be permitted to enter to the Examination Centre after 07:00 AM in first session, after 11:30 am in second session and 4:00 pm in third session.
 6. The candidate must show, on demand, the Admit Card for entry in the examination room/hall. A candidate who does not possess the valid Admit Card shall not be allowed to enter the examination centre.
 7. The candidates have to strictly follow the relevant instructions given in the Information Bulletin and on the Admit Card during the conduct of the examination.
 8. If the candidates do not report in time due to any reason i.e. traffic jam, train/bus delay etc., they are likely to miss some of the general instructions to be announced in the Examination Rooms/Halls. The NTA shall not be responsible for any delay.
 9. Candidates should take their seat immediately after opening of the examination hall. Candidates should find and sit on their allocated seat only. Any candidate found to have changed room/hall or the seat on his/her own other than allotted would be considered as a case of Unfair Means (UFM) Practice and the candidature shall be cancelled and no plea would be accepted.
 10. Candidates must not obtain or attempt to obtain or give assistance of any kind during the examination. This will entail expulsion and cancellation of candidature for the examination.
 11. If a candidate is found using unfair means or impersonating, his/her candidature shall be cancelled, and he/she will be liable to be debarred for taking examination either permanently or for a specified period according to the nature of offence.

12. The candidates are to be governed by the Rules and Regulations as stipulated in the Information Bulletin, Admit Card and Advisories issued by NTA with regard to their conduct in the Examination Hall. All cases of Unfair Means will be dealt with as per rules.
13. **The candidate should ensure that the question paper available on the computer is as per the opted Course/Subject indicated in the Confirmation Page / 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 immediately.**
14. 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.
15. Candidates shall maintain complete discipline in the Exam Centre and maintain pin drop silence in the Exam Hall, while concentrating on their respective Question Papers only. Any conversation or gesticulation or disturbance in the Examination Room/Hall shall be deemed as indiscipline and appropriate disciplinary action would be initiated accordingly.
16. Candidates should not be in possession of any material listed in the list of prohibited material.
17. 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.
18. The candidates must sign and paste the photograph on the Attendance Sheet at the appropriate place.
19. Candidate may approach the Centre Superintendent/Invigilator in the room for any technical assistance, first aid emergency or any other information during the course of examination.
20. For any queries or issues regarding Computer Based Test, the candidates may contact the Help Desk contact No. : 011-40759000 and Email : duet@nta.ac.in
21. Candidate shall appear at their own cost at the Centre on Date and shift as indicated in their Admit Card issued by the NTA. Under no circumstances the cities for centre and shift provided in the Admit Card shall be changed.

[Note: For those who are unable to appear on the scheduled date of the Test for any reason, Re-test shall not be held by the NTA under any circumstances.]

11. Prohibited Materials

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

- The candidates are prohibited to bring any kind of electronic gadgets/device in the examination room/hall.
- If any candidate is in possession of any of the above item, his/ her candidature will be treated as unfair means and lead to cancellation of the current examination and also debar the candidate for future examination(s) & the material will be seized.
- Smoking, chewing gutka, spitting etc. in the Examination Room/Hall is strictly prohibited.
- Instrument/Geometry/Pencil box, Handbag, Purse or Any kind of Paper/ Stationery,

Eatables/snacks and Tea/coffee/cold drinks/Water (loose or packed), Mobile Phone/ Ear Phone/Microphone/Pager, Calculator, Camera, Tape Recorder, any metallic item or electronic gadgets etc. are NOT allowed in the examination Room/Hall.

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






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

- (a) A computer terminal (node) indicating Roll Number will be allotted to each candidate. Candidates should find and sit on their allotted computers only. Any candidate found to have changed room/hall or the computer on their own rather than the one allotted would be liable to cancellation of candidature and no plea in this regard would be entertained.
- (b) The computer terminal allotted to the candidate will display Welcome login screen, Candidate's photograph and DU subject opted by the candidate. For login, the candidate will have to enter login-ID and password.
- (c) After logging in, the candidate shall be able to see the detailed instructions for the examination. Candidates are advised to go through the instructions carefully regarding the type of questions and Marking Scheme. At the designated time of start of the examination, the candidates will be able to proceed and see the questions on the computer screen.

The keyboard attached to the computer, if any, will be disabled during the entire duration of the examination. Depending on the type of question, the answers to questions can either be entered by clicking on the virtual on-screen keyboard (numeric or otherwise) using the computer mouse or by clicking the chosen option(s) using the computer mouse. Candidates will have the option to change/modify answers already entered anytime during the entire duration of the examination.

In case the computer/mouse allotted to any candidate malfunctions anytime during the test, the candidate will be immediately allotted another computer system and the time lost due to this will be adjusted in the server so as to give the candidate the full allotted time.

- (d) The on-screen computer clock counter of every candidate will be set at the server. The countdown timer in the top right side of computer screen will display the time remaining (in minutes) available for the candidate to complete the examination. When the timer reaches zero, the examination will end by itself. Candidate will not be required to end or submit the examination.
- (e) The Question Palette displayed on the right side of screen will show the status of each question using one of the following text/color codes/symbols.

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

The question(s) “Answered and Marked for Review” status for a question indicates that candidate would like to have a relook at that question again. A candidate has the option of answering a question and simultaneously placing it under “Marked for Review”, these answers will be considered for evaluation. However, if a candidate has simply put “Marked for Review” for a question without answering it, the corresponding question ‘Marked for Review’ without an answer will not be considered for evaluation. It may be noted that a candidate can return to any “Marked for Review” question any time during the examination by clicking on the corresponding question number icon displayed on the Question Palette of the corresponding section.

- (f) Candidate can click on an arrow/symbol which appears to the left of question palette to collapse the question palette thereby maximizing the question viewing window. To view the question palette again, candidate can click on arrow/symbol which appears on the right side of question window.
- (g) Candidate can click to navigate to the bottom and to navigate to the top of the question area, without scrolling. Using the computer mouse the candidate can scroll up and down the question viewing area for viewing the entire question.
- (h) Blank Sheets for doing rough work/calculations shall be provided to the candidates. The Blanks Sheets would have a Header page for the candidates to write down his/her Name and Roll Number. All calculations/writing work are to be done only in the Blank Sheets provided at the Centre in the Examination Room/Hall and on completion of the test, candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.

(i) Navigating to a Question

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

- i. Click on the question number in the Question Palette at the right of the screen to go to that numbered question directly. Note that using this option does NOT save the answer to the currently displayed question.
- ii. Click on “Next” to save the answer of any question. Clicking on “Next” will save the answer for the current question and the next question will be displayed on the candidate’s computer screen.
- iii. Click on “Flag” to mark a question for review (without answering it) and proceed

to the next question.

(j) **Answering a Question**

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

Procedure for answering a multiple-choice type question:

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

(k) **Navigating through sections:**

- i. Sections in the question paper are displayed on the top bar of the screen. Questions in a section can be viewed by clicking on the section name. The section in which candidate is currently viewing will be highlighted.
- ii. After clicking the “Next” button on the last question for a section, candidate will automatically be taken to the first question of the next section.
- iii. Candidate can shuffle between sections and questions within sections any time during the examination as per the convenience only during the time stipulated.
- iv. Candidate can view the corresponding section summary as part of the legend that appears in every section above the question palette.

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

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

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

(m) **Rough Work:**

All calculations/writing work is to be done only in the rough sheet provided at the Centre in the examination Room/Hall and on completion of the test candidates must hand over the rough sheets to the invigilator on duty in the Room/Hall.

13. Procedure of Declaration of Result

Display of attempted question paper and provisional answer key for challenge

- The NTA will display the attempted question papers and provisional answer keys of the questions on the NTA website (www.nta.ac.in) for two to three days (after the conduct of the exam) to invite challenges (if any) from interested Candidates.
- The Candidates will be intimated about the display of attempted question paper and provisional answer key through a public notice on the aforesaid website in due course.
- A candidate has to pay online a processing fee @ Rs. 200/- per question challenge, for the number of questions / answer keys challenge online.
- Only those challenges which are submitted online with payment of requisite processing fee, shall be taken into consideration for settlement.
- **The NTA's decision on the challenges shall be final and the Result will be declared on the basis of Final Answer Keys as settled by the concerned Subject Experts. No grievance /representation with regard to Answer Key(s) after declaration of result Website, will be entertained**

Note:

- In case a **Question is dropped** due to some technical error, **full marks will be given to all the candidates**, irrespective of the fact that they have attempted it or not.
- In case there are **multiple correct options or change in answer key**, **only those candidates who have attempted it correctly** as per the revised Answer Key to be awarded marks.

14. Percentile and Normalization procedure:

- (i) For multi-shift papers, raw marks obtained by the candidates in different shifts/sessions will be converted to NTA Score (percentile).
- (ii) The detailed procedure on NTA Score being adopted is available on **Annexure-IV** under Normalization procedure based on Percentile Score.
- (iii) 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.
- (iv) 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 an 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.

15. Re-evaluation/Re-checking of result

There will not be no re-evaluation/re-checking of result. No correspondence in this regard shall be entertained.

16. Weeding Out Norms of NTA

The record of DUET-2021 at NTA would be available up to 90 days from the Date of Examination. The same would be weeded out thereafter.

17. Legal Jurisdiction

All disputes pertaining to the conduct of DUET-2021 Examination including Results shall fall within the jurisdiction of Delhi only. Further, any legal question arising out of the Examination shall be entertained only when raised within 30 days from the declaration of result.

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

ANNEXURE-I

**FORMAT OF THE CERTIFICATE FOR A CANDIDATE AS A PERSON WITH BENCHMARK DISABILITY (PwBD)
NAME & ADDRESS OF THE INSTITUTE/HOSPITAL ISSUING THE CERTIFICATE**

Certificate No. :

Date:

Affix Recent
Passport size
Attested
Photograph
here

CERTIFICATE FOR PERSON WITH BENCHMARK DISABILITY

This is to certify that Shri/Smt/Kum*) _____
son/daughter* of Shri _____ Age _____ years, Registration No.
_____ is a case of Locomotor disability/Cerebral Palsy/Blindness/Low
vision/Hearing impairment/Other disability* and has been suffering from degree of disability not less than
_____ % (_____). The
details of his/her above mentioned disability is described below:

(IN CAPITAL LETTERS)

Note:-

1. This condition is progressive/non-progressive/likely to improve/not likely to improve.*
2. Re-assessment is not recommended/is recommended after a period of _____ months/years.
3. The certificate is issued as per PWBD Act, 1995.

* Strike out whichever is not applicable.

**Sd/-
(DOCTOR)
Seal**

**Sd/-
(DOCTOR)
Seal**

**Sd/-
(DOCTOR)
Seal**

Signature/Thumb impression of the person

**Countersigned by the
Medical Superintendent/CMO/
Head of Hospital (With Seal)**

ANNEXURE-II

CERTIFICATE REGARDING PHYSICAL LIMITATION TO WRITE IN AN EXAMINATION

Certificate No. _____ Dated _____

This is to certify that Mr./Ms. _____

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

R/o _____

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

with DUET-2021 Application No. _____ and Roll No.

_____, has the following Disability (name of the Specified Disability)

_____ in (percentage) of _____ (in words)

_____ (in Figures).

- Please tick on the "Specified Disability"

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

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

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

Signature

Name: _____

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

LETTER OF UNDERTAKING FOR USING OWN SCRIBE

I _____, a candidate with _____ (name of the disability) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District _____, _____ (name of the State). My qualification is _____.

I do hereby state that _____ (name of the scribe) will provide the service of scribe/reader/lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his qualification 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 admission through the examination.

I further certify that the scribe whose photograph and particulars are mentioned below, is not COVID-19 + and a certificate to this effect from Competent Authority is enclosed to this letter.

(Signature of the Candidate with Benchmark Disability)

Place:

Date:

Affix Recent
Passport size
Attested
Photograph
here

(Self-Attested Photograph)

Name of Scribe	ID of the Scribe	ID Number

National Testing Agency (NTA)
Procedure to be adopted for compilation of NTA scores for multi session Papers
(Normalization procedure based on PERCENTILE SCORE)

NTA will be conducting examinations on multiple dates, generally in two sessions per day. The candidates will be given different sets of questions per session and it is quite possible that in spite of all efforts of maintaining equivalence among various question papers, the difficulty level of these question papers administered in different sessions may not be exactly the same. Some of the candidates may end up attempting a relatively tougher set of questions when compared to other sets. The candidates who attempt the comparatively tougher examination are likely to get lower marks as compared to those who attempt the easier one. In order to overcome such a situation, “**Normalization procedure based on Percentile Score**” will be used for ensuring that candidates are neither benefitted nor disadvantaged due to the difficulty level of the examination. With the objective of ensuring that a candidate’s true merit is identified, and that a level playing field is created in the above context, the Normalization Procedure, set out below shall be adopted, for compiling the NTA scores for multi session papers.

The process of Normalization is an established practice for comparing candidate scores across multi session papers and is similar to those being adopted in other large educational selection tests conducted in India. For normalization across sections, NTA shall use the percentile equivalence.

Percentile Scores: Percentile scores are scores based on the relative performance of all those who appear for the examination. Basically the marks obtained are transformed into a scale ranging from 100 to 0 for each session of examinees.

The Percentile Score indicates the percentage of candidates that have scored EQUAL TO OR BELOW (same or lower raw scores) that particular Percentile in that examination. Therefore the topper (highest score) of each session will get the same Percentile of 100 which is desirable. The marks obtained in between the highest and lowest scores are also converted to appropriate Percentiles.

The Percentile score will be the Normalized Score for the examination (instead of the raw marks of the candidate) and shall be used for preparation of the merit lists.

The Percentile Scores will be calculated up to 7 decimal places to avoid bunching effect and reduce ties.

The Percentile score of a Candidate is calculated as follows:

$$\frac{100 \times \text{Number of candidates appeared in the 'Session' with raw score EQUAL TO OR LESS than the candidate}}{\text{Total number of the candidates appeared in the 'Session'}}$$

Note: The Percentile of the Total shall **NOT** be an aggregate or average of the Percentile of individual subject. Percentile score is not the same as percentage of marks obtained.

Example: Suppose a test was held in 4 sessions of examinees as per details given below:-
(Allocation of Days and shifts were done randomly)

(a) **Distribution of candidates were as follows:**

Session-1: Day-1 Shift-1, **Session-2:** Day-1 Shift-2, **Session-3:** Day-2 Shift-1 and **Session-4:** Day-2 Shift-2

Session	Day/Shift	No of Candidates			Marks	
		Absent	Appeared	Total	Highest	Lowest
Session-1	Day-1 Shift-1	3974	28012	31986	335	-39
Session-2	Day-1 Shift-2	6189	32541	38730	346	-38
Session-3	Day-2 Shift-1	6036	41326	47362	331	-49
Session-4	Day-2 Shift-2	9074	40603	49677	332	-44
Total(Session-1 to Session-4)		25273	142482	167755	346	-49

In this method of scoring the HIGHEST RAW SCORE in each paper (irrespective of the raw scores) will be the 100 Percentile indicating that 100% of candidates have scores equal to or lesser than the highest scorer/ topper for that session.

Highest Raw Score and Percentile Score: All the highest raw scores will have normalized Percentile Score of 100 for their respective session.

Session	Total Candidates Appeared	Highest Raw Score	Candidates who scored EQUAL OR LESS THAN Highest Raw Score	Percentile Score	Remarks
Session-1	28012	335	28012	100.0000000 [[28012/28012]*100]	i.e. all the highest raw scores would be normalized to 100 Percentile Score for their respective session.
Session -2	32541	346	32541	100.0000000 [[32541/32541]*100]	
Session -3	41326	331	41326	100.0000000 [[41326/41326]*100]	
Session -4	40603	332	40603	100.0000000 [[40603/40603]*100]	

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

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

The following is a further explanation of the interpretation of the raw scores and Percentile Score in Session-3 (Day-2 and Shift-1) with 41326 candidates who have taken the examination.

Candidate	Percentile Score	No of Candidates	Raw Score	Remark
A	100.0000000 [[41326/41326]*100]	1	331	Indicates that amongst those appeared, 100% have scored either EQUAL TO OR LESS THAN the candidate A (331 raw score). It also indicates that no candidate has scored more than the candidate A (331 raw score).
B	90.1224411 [[37244/41326]*100]	77	121	Indicates that amongst those appeared, 90.1224411% have scored either EQUAL TO OR LESS THAN the candidate B (121 raw score). It also indicates that remaining candidates have scored more than candidate B (121 raw score).
C	50.4549194 [[20851/41326]*100]	381	41	Indicates that amongst those appeared, 50.4549194% have scored either EQUAL TO OR LESS THAN the candidate C (41 raw score). It also indicates that remaining those appeared have scored more than candidate C (41 raw score).
D	31.7040120 [[13102/41326]*100]	789	25	Indicates that amongst those appeared, 31.7040120% have scored either EQUAL TO OR LESS THAN the

	6)*100]			candidate D (25 raw score)
				It also indicates that remaining candidates have scored more than candidate D (25 raw score).
E	1.1034216 [(456/41326) *100]	100	-15	Indicates that amongst those appeared, 1.1034216% have scored either EQUAL TO OR LESS THAN the candidate E (-15 raw score)
				It also indicates that remaining candidates have scored more than candidate E (-15 raw score)

STEP-BY-STEP PROCEDURE FOR NORMALIZATION AND PREPARATION OF RESULT:

Step-1: Distribution of Examinees in two shifts:

Candidates have to be distributed into two sessions randomly so that each session has approximately equal number of candidates. These two sessions would be as follows:

Session-1: Day-1 Shift-1, **Session-2:** Day-1 Shift-2

In the event of more number of days or less number of shifts, the candidates will be divided accordingly.

This will ensure that there is no bias in the distribution of candidates who shall take the examination. Further, with a large population of examinees spread over the entire country the possibility of such bias becomes remote.

Step-2: Preparation of Results for each Session:

The examination results for **each session** would be prepared in the form of

- Raw Scores
- Percentiles Scores of Total raw scores.

The Percentiles would be calculated for each candidate in the Session as follows:

Let TP1 be the Percentile Scores of Total Raw Score of that candidate.

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

Step-3: Compilation of NTA score and Preparation of Result:

The Percentile scores for the Total Raw Score for all the sessions (**Session-1:** Day-1 Shift-1, **Session-2:** Day-1 Shift-2) **as calculated in Step-2 above would be merged and shall be called the NTA scores which will then be used for compilation of result and further processing for deciding the allocation.**

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

For Example: In an 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.



011-40759000



National Testing Agency

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

Address for Correspondence

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

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

**E-mail: duet@nta.ac.in, ug@admission.du.ac.in
www.nta.ac.in**