

## COMMON LAW ADMISSION TEST (CLAT)- 2024

Sunday, 03<sup>rd</sup> December 2023, 2 PM-4 PM

### Test Day Instructions to the Candidates

#### 1. Reporting to the Test Centre and Test Timings

- Candidates are permitted to enter the test Centre premises from 01:00 P.M. onwards and shall be seated at your respective seats in the Hall/Classroom by 01:30 P.M.
- Once the candidate enters the Hall/Classroom, he/she shall not be permitted to leave the Hall/Classroom before 04:00 P.M.
- Candidates shall not be allowed to enter the test Hall/classroom after 2:15 P.M.
- The Test is for 2 (Two) hours duration and shall commence sharp at 2:00 P.M. For PwD/SAP candidates, the Test is for 2 hours 40 minutes – till 4.40 P.M.
- Candidates shall not be allowed to use the washroom after commencement of the test.

#### 2. Candidates are requested to take note of the following timings: -

S. No.	Time	Bell	Purpose of the Bell
(i)	1:30 PM	Long Bell	Entry of Candidates inside the Test Hall
(ii)	1:50 PM	Short Bell	Distribution of the Sealed Envelopes and announcement of important instructions by the Invigilators
(iii)	2:00 PM	Long Bell	Indicate the commencement of the Test. Candidates can open Sealed Envelopes/ Commencement of the Test.
(iv)	2: 15 PM	Short Bell	No candidate shall be allowed to enter the Test Centre after this bell.
(v)	2:30 PM	Short Bell	Indicate the completion of 30 Minutes of the Test
(vi)	3:00 PM	Short Bell	Indicate the completion of 1 hour of the Test
(vii)	3:30 PM	Short Bell	Indicate the completion of 1:30 hours of the Test
(viii)	3:50 PM	Short Bell	Indicate Warning Bell– 10 Minutes remaining
(ix)	4:00 PM	Long Bell	To Mark the Completion of the Test (No candidate shall be allowed to write anything on the OMR Response Sheet/ Question Paper Booklet after this Bell)

#### 3. Necessary Documents

- Candidate's Admit Card (In case, if the candidate's photograph is not clear on the Admit Card, candidate shall bring a self-attested photograph);
- Candidate's Government ID Proof (Candidates shall bring a clear, original Photo ID issued by the Government. The Invigilator will refer to this document to verify the Candidate's identity);
- PwD/ SAP candidates shall carry their original Disability Certificate to the Test Centre.

#### 4. Permitted Items Inside the Test Centre

- (a) Black or Blue Ball Point Pens
- (b) Transparent water bottle
- (c) An Analogue Watch
- (d) Candidates Government ID Proof (Kindly see the **Annexure-I** for the list of acceptable Government ID's)
- (e) **Bags or any other items shall not be allowed inside the Test Centre premises**

#### 5. Question Booklet (QB)

- (a) The Question Booklet (QB) consist of 120 (one-hundred and twenty) Multiple Choice Questions (MCQ) and 2 (Two) blank pages for rough work. No additional sheet(s) will be provided for rough work.
- (b) No clarification can be sought on the QB from anyone during the test. In case of any discrepancy in the QB, candidates should request the Invigilator to replace the QB and OMR Response Sheet. Do not use the previous OMR Response Sheet with the fresh QB.
- (c) Candidates shall enter Admit Card Number on the first page of the QB at the commencement of the test.

#### 6. Optical Mark Reader (OMR) Response Sheet

- (a) Candidates shall have to answer ALL questions in the OMR (carbonised Optical Mark Reader (OMR) Response Sheet provided along with the QB only. Candidates are advised to READ the detailed instructions provided with the OMR Response Sheet BEFORE the commencement of the test.
- (b) All answers should be marked using a BLACK / BLUE Ball Point Pen only.
- (c) The first page of the OMR Response Sheet is the Original and shall be submitted to the Invigilator at the end of the test.
- (d) The second page (carbonised) of the OMR Response Sheet is the Candidate's Copy. Candidates can fold at the perforation portion, detach and permitted take this sheet along with the QB at the end of the test.
- (e) The OMR Response Sheet should not be folded, crumpled or torn or used for any rough work. A damaged OMR Response Sheet shall be invalidated and candidates shall be disqualified.
- (f) Fill-up the most appropriate answer by shading the circle fully without leaving any space.  
**The method of marking answers is illustrated below:**

If the correct answer to question No: 1 is 'C', please shade the circle as shown in Image 1:

Image 1 Example: (A) (B) ● (D) Correct method of Shading

Some examples of common mistakes are shown in Image 3 and Image 4

Image 3 Example: (A) (B) ✓ (D) Wrong method of Shading

Reason : Circle is not shaded. Putting marks like (✓) is invalid.

Image 4 Example: (A) (B) ✗ (D) Wrong method of Shading

Reason : Circle is not shaded. Putting marks like (X) is invalid.

- (g) If you do not shade any circle for a question, or shade a circle incompletely as in Image 2, this will be treated as an Unanswered Question

Image 2 Example: (A) (B) ◐ (D) Wrong method of Shading

Reason : Circle partly shaded. It should be shaded fully.

- (h) If you shade more than one circle for a question, or make any stray marks on the OMR Response Sheet, this will be read as double marking and a Wrong Answer.
- (i) By the end of the test, candidates must ensure that the Invigilator signs in the space provided on the OMR Response Sheet. Candidates should also sign in the space provided on the OMR Response Sheet. This should be done before detaching the Candidate's Copy. Utmost care must be taken while tearing the sheet to ensure that the timing marks and barcode are not damaged.
- (j) Candidates must return the ORIGINAL OMR Response Sheet to the Invigilator after the test. The ORIGINAL OMR Response Sheet should not be carried out of the hall/classroom under any circumstances. This will lead to the disqualification of the Candidate and penal action under the law.

## 6. Marking Scheme

- (a) The QB for the Undergraduate Five-Year Integrated Programme is for 120 (One hundred and fifty) marks. Every right/correct answer secures 1 (One) mark and there shall be negative marking for the wrong answer and 0.25 (Zero point two five) marks shall be deducted for each wrong answer. There shall be no deductions for Unanswered Questions.
- (b) If candidate shade/darken more than one circle for a question, or make any stray marks on the OMR Response Sheet, this shall be considered as double marking and a wrong answer and marks shall be deducted accordingly.

## 7. Attendance

Candidates should write/enter the QB Number and the OMR Response Sheet Number and sign in the space/column provided in the attendance sheet circulated during the test.

#### **8. Documents to be Retained by the Candidates after the Test**

- (a) Candidates should retain the Admit Card duly signed by the Invigilator, as the same has to be produced at the time of admissions.
- (b) Candidates are permitted to carry/retain the QB and the Candidate's copy of the OMR Response Sheet after the test.

#### **9. Malpractices**

The use of any unfair means during the test shall result in your disqualification. Possession of Electronic Devices including mobile phones, headphones and digital watches is strictly prohibited in the Test Centre premises. Impersonation or any other fraudulent practice during the test may amount to criminal offence, and will lead to your disqualification and also penal action shall be initiated against the candidate as per the law.

#### **10. Additional Measures**

If a Candidate is suffering from an illness, they should carry their medication along with them. If the candidate needs an isolated facility to write the test owing to the nature of the illness, the concerned student shall inform the Centre Superintendent atleast 48 hours before the test.

#### **11. Annexure-I: List of Acceptable Documents as ID Proof**

- (a) Aadhaar Card (Should be updated with a contemporary photo.)
- (b) Passport
- (c) PAN Card
- (d) Ration Card / PDS Photo Card
- (e) Voter ID Card
- (f) Driving License
- (g) Photo ID issued by Recognized Educational Institution
- (h) Photo Bank ATM Card
- (i) Kissan Photo Passbook
- (j) CGHS / ECHS Photo Card
- (k) Address Card having Name and Photo issued by Department of Posts
- (l) Certificate of Identity having photo issued by Gazetted Officer or Tehsildar on Letterhead
- (m) Disability ID Card/handicapped Medical Certificate issued by the respective State/UT Governments/Administrations

Sd/-  
Convenor, CLAT 2024