

**Important Instructions**

(For the post of Junior Clerk (Post Code: 4384), Administrative Sector)

The Selection Process shall consist of two (2) parts:

**A. Online Test (C.B.T.):**

- i. The date of Online Test (C.B.T.) is scheduled on 04-09-2019.
- ii. The online test shall contain questions from Language, General Knowledge, Current Affairs, Reasoning ability, Quantitative Aptitude and Basic Computer Knowledge etc.
- iii. The Online Test (C.B.T.) shall be of two hours (120 minutes) duration containing 120 multiple choice questions (MCQs) carrying maximum 360 marks.
- iv. Three (3) marks shall be awarded for each correct answer. There will be negative marking and one mark (1) will be deducted for each incorrect answer.
- v. The question paper will be Bilingual.
- vi. The minimum qualifying marks in the Online Test (C.B.T.) for the appointment to the abovementioned post is 35% for General and OBC candidates and 25% marks for SC/ST/PwDs candidates. However, the Vice-Chancellor may review the same, if required. In case when there is a tie on account of two candidates attaining equal marks in the Online Test (C.B.T.), the candidate senior in age shall be treated as higher in the merit.

**B. Computer Typing test (Skill Test):**

- i. The Computer Typing test (Skill Test) will only be of qualifying nature. Computer typing test will be conducted through on line mode just after the Online Test (C.B.T.) on the same day and venue. Candidate who achieves a typing speed of 30 words per minute in English typing or 25 words per minute in Hindi typing will be considered qualifying the Computer Typing Test.
- ii. The computer typing test (Skill Test) shall be of 10 minutes duration.

**Note:**

1	Evaluation of answer of Online Test (C.B.T.) shall be done only for those candidates who qualify the Computer Typing Test (Skill Test).
2	Computer Typing Test (Skill Test) will be conducted on the date of Online Test (C.B.T.) on the same venue just after the Online Test (C.B.T.) is over.
3	Online Test (C.B.T.) will be conducted in online mode at different centers in the country. Intimation for which will be given in the Admit Card which will be released soon. Candidates are advised to visit our website <a href="http://www.bhu.ac.in/rac">www.bhu.ac.in/rac</a> regularly for admit card and further updates.