

## **SYLLABUS AND INSTRUCTIONS TO THE APPLIED CANDIDATES**

1)	Date of Examination	:	07-12-2011
2)	Timings	:	10.30 AM TO 1-00 pm
3)	Name of the Examination Venue	:	SRI PADMAVATHI WOMENS JUNIOR COLLEGE, TIRUPATI
4)	Syllabus	:	<b><u>SYLLABUS:</u></b> I. Accounts related Syllabus a. Financial Accountancy b. Banking c. Taxation d. Audit e. Business Laws f. Costing g. Labor Laws h. Basic skills in Computer II. Reasoning (Both Verbal and Non-Verbal) III. General Knowledge on Indian Economy
5)	Pattern of Examination	of :	1) It will be objective type of examination 2) Consists of 150 questions 3) Each question carried one mark 4) Examination duration is 2 ½ hours 5) Examination is on OMR Sheet.

### **INSTRUCTIONS TO THE CANDIDATE:**

- 1) Please ensure that you are at the examination centre one hour before the exam begins.
- 2) The candidates are directed to affix recent pass port size photo in the both Hall Tickets in the specified box.
- 3) Please ensure that two copies of Hall tickets should bring to the examination hall.
- 4) Please handover one copy of the Hall Ticket to the Invigilator in the examination hall.
- 5) Books in any form, Cell phones, and any other instruments that would give undue advantage for the candidate in examination are strictly prohibited. Carrying any such articles will disqualify the candidate for the examination.
- 6) The duration of the test is TWO & HALF AN HOUR i.e. from 10-30 am to 1-00pm.
- 7) Please keep the Hall ticket on the corner of table such that it is clearly visible to the invigilators.
- 8) Please sign both Hall ticket, in front of Invigilator
- 9) Write down your Registration Number in the space provide in the Answer Sheet in Pencil and mark the OMR sheet in **HB Pencil only** as per the direction. All markings in the OMR sheet should be in Pencil. **Use Blue/Black Pen for the signature only.**

- 10) Once the examination is started, there will not be any warning bells and at the end of exactly two and half an hour, you will be asked to STOP writing.
- 11) Candidate should not make any attempt to copy from others or resort to any malpractices. Such candidates will be disqualified from writing the examination.
- 12) Candidates should not make any attempt to help other candidates or disturb the examination or distract other candidates. Such candidates will not only be disqualified but also a formal police complaint will be made against them for disturbing the examination process.
- 13) The main gate of the examination centre/venue shall be closed by 10-30 AM sharply. After closing of the main gate the candidates will not be permitted to enter into the examination hall.
- 14) Candidates are occupy their seat will not be allowed to leave the examination hall until the examination is completed.
- 15) Candidates are allowed to keep the question paper with them at the end of the examination.

NOTE : Candidates are directed to co-operate with the Invigilator's for the smooth conduct of the examination.