

**Instructions for applicants for Online Aptitude Test for the admission in the course of
“Data Entry and Office Automation”**

1. Online MCQ type Aptitude Test for the duration of 60 minutes will be conducted on 09.06.2018 at NIELIT Delhi Centre, 2nd Floor, Parsavnath Metro Mall, Inderlok Metro Station, Inderlok, Delhi-110052.
2. The applicant has to check his/her name and batch slot in the list available on website and will have to report as per the reporting time schedule allocated to each batch slot.
3. **Applicant must carry a valid original photo identity card (Adhaar Card/Voter Id/ PAN Card) failing which the applicant will not be allowed to appear in the examination.**
4. Applicant has to Mark Attendance in the attendance sheet on the day of Aptitude test, failing to which applicant will be treated as absent.
5. No request for change in Batch slot of examination shall be entertained, applicants are advised to strictly adhere to time schedule.
6. Use of mobile Phone and any misuse of any electronic device will lead to cancellation of the Candidature.
7. NIELIT Delhi has the right to accept or reject the applications/test without assigning any reason thereof.
8. Canvassing/trying to influence NIELIT employees to secure the seat for the admission in any manner shall disqualify the applicant. The selection of applicant in the course will be purely based on merit of Aptitude Test.
9. The result of the aptitude test will be displayed in the website of Delhi Centre. No enquiry shall be entertained through phone.
10. The applicants are advised to visit the website of NIELIT Delhi centre <http://nielit.gov.in/delhi> for any kind of updation.