



NLU
M E G

NATIONAL LAW UNIVERSITY MEGHALAYA

MEG UAT & MEG PAT 2024

Standard Operating Procedure (SOP) for Candidates

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1. About the Admission Test

MEG UAT and MEG PAT of NLU Meg will be conducted online.

Candidates attempting the tests will appear in person at seven cities of India: Bangalore, Delhi, Guwahati, Kolkata, Jaipur, Mumbai and Shillong.

2. Overall Timeline of Key Events

12:45 pm	Candidates shall enter venue: present admit card and valid government-issued photo ID like Driving License, Voter ID, PAN Card Aadhaar (preferably Aadhaar) for verification/registration. After verification: 1. Candidates are to sign the attendance list. 2. Candidates shall receive specific login information for the online test. 3. Candidates shall be guided to occupy a seat for a PC in the lab.
01:15 pm	1. Login (details provided in the examination hall). 2. Read Instructions carefully. 3. Click test link to proceed. 4. Test will be active at 02:00 PM.
01:45 pm	Candidates shall report to invigilators for change of computer if required.
02:00 pm	Examination shall begin.
02:30 pm	Entry closes for examination venue.
04:00 pm	Examination shall end.

3. Role and Responsibilities

Candidates shall -

1. Show admit card at Registration Desk (entrance of examination venue).
2. Bring a valid photo ID (preferably Aadhaar).

4. Infrastructure Provided

- Examination halls shall be having Windows PCs.
- Candidates shall be provided with scribble papers which shall be collected back after the examination.

5. Examination Material

Attendance list shall be used for verifying the identity of the candidates and taking signatures of the candidates to mark their attendance in person during registration at the entrance of the examination venue.

6. Instruction to Candidates (printed in Admit card)



1. A printed copy of the Admit Card must be presented for verification along with the original (not photocopy or scanned copy) valid photo identification proof which is mentioned above. In case of poor quality of photo on ID proof, candidates **MUST** bring an additional recent valid photo ID also (For example: Passport, PAN Card, Voter ID, Aadhaar Card, Driving License).
2. Admit Card is considered to be valid only if both the photograph is clear. To ensure this, print this admit card on A4 sized paper using a laser printer, preferably in colour.
3. To facilitate the verification of their identity by the centre officials, candidates must report to the examination venue at least 60 minutes before the scheduled commencement of the examination.
4. Candidates will have to go through registration and then be permitted to occupy their seats 45 minutes before the scheduled start of the examination.
5. Candidates can login and start reading the instructions 30 minutes before the start of the examination. **CANDIDATES WILL NOT BE ALLOWED TO ENTER EXAMINATION CENTRE 30 MINUTES AFTER START OF THE EXAMINATION.**
6. Candidates will **NOT** be permitted to leave the examination hall before the end of examination.
7. Candidates should **NOT** bring any charts/tables/papers/books/sheets into the examination hall. Scribble papers will be provided for the rough work. Before using it, candidates must write their individual name and registration number. At the end of the examination, all the scribble papers must be returned to the invigilator.
8. Personal calculators, any kind of watches, wallets, mobile phones or any other electronic/communication devices are **STRICTLY PROHIBITED** inside the examination hall. Examination centre shall not be responsible for the safekeeping of the candidate's personal belongings. During the examination, candidates may be checked for possession of any of the prohibited items. If the candidate is found to possess any of the prohibited items, the candidate will be debarred from the examination.
9. Candidates must bring their own pen, pencil, or transparent water bottle.
10. Violation of any of the above guidelines including impersonation or breaking of Code of Conduct for examination will lead to cancellation of candidature.