Further to General Instructions already uploaded on Sansthan website for the candidates applied for the post of Assistant Director (Correspondence Course) and appearing in examination on 02.09.2018 (Sunday), the candidates are informed as following:

1. Candidates appearing for examination are required to bring two self-attested passport size photographs (signature only on backside of photograph) at the time of reporting for examination.

2. The Question paper booklet (objective) contains four options of answer against each question indicated as A, B, C & D. The candidates are required to read the question carefully and choose the correct answer by fully darkening/filling the correct option from A, B, C and D on OMR sheet.

Special instructions for making response in the OMR answer sheet are as under:

(a) Mark/write the name of the Examination, Subject, Examination venue, Roll Number and date of examination in the space provided for the particular item with Black or Blue Ball Point Pen. Don’t write anything on the answer sheet except on the space provided.

(b) Should darken the choice of answer in the OMR Sheet neatly and clearly with Black or Blue Ball Point Pen which you will be marking as your response corresponding to choices of answers in the Question Booklet/ question paper.

(c) Illustration for marking the answer is given below:

Q No.1) Who is the Father of the Nation?
(A) Jawaharlal Nehru          (B) Lal Bahadur Shastri
(C) M. K. Gandhi             (D) Dr. S. Radha Krishnan

You will have four alternatives/choices in the OMR Sheet for your response corresponding to each question in the question Booklet/paper as below:

Q. No. 1: A  B  C  D

In the above illustration, if you have chosen, response is alternative C i.e. M. K. Gandhi, then the same should be marked on the Answer Sheet (OMR) by darkening the relevant circle with a Black or Blue Ball Point Pen only as below:-

A  B  C  D

THIS WILL BE THE ONLY CORRECT METHOD OF ANSWERING.
(d) **IN EITHER OF THE FOLLOWING CASES, THE ANSWER WILL BE TREATED AS INVALID:**

(a) Darkening more than one circle or use of eraser/fluid/ any other device.

(b) Use of other method like tick mark, cross mark, dots mark, outside circle, half filled circle etc. Example:-

![Example Image](image.png)

3. In the case of descriptive questions, the answers should be written in legible handwriting, either in English or Hindi. In the case of Sanskrit questions, answers should be written only in Sanskrit. The length of the answers in both the above cases should not exceed the space provided below each question.
   (No additional sheets shall be provided)

4. For the convenience of the candidates, few Sample Questions (from each section) are given hereunder:-

   **Note**: Questions in the model paper are given in English only. Actual Question paper will be bi-lingual as per instructions given earlier.
MODEL PAPER FOR ASSISTANT DIRECTOR (CORRESPONDENCE COURSE)

Objective Test

Time: 3 Hrs. Marks: 200

Section (A) : Administration, Accounts and Finance

Q.1) There is a proposal of the Government of India to replace UGC. What is the name of the proposed organization?

(A) Higher Education Commission of India  
(B) Higher Education Corporation of India  
(C) Higher Education Council of India  
(D) Higher Education Board of India

Ans : B

Q.2) What is the name of the portal for the process of feeding day to day transactions as recorded in the cash book in government sector?

(A) UGC portal  
(B) EAT portal  
(C) PFMS portal  
(D) GEM portal

Ans : D

Section (B) : English language

Q.3) Which is the correct sentence?

(A) Rain is falling  
(B) It is raining  
(C) Rain is coming  
(D) Rainfall is happening

Ans : B

Q.4) What is the “passive voice” of the sentence: 
WE ARE GOING TO WATCH A MOVIE TONIGHT

(A) A movie is going to be watched by us tonight  
(B) A movie may be watched by us tonight  
(C) A movie will be watched by us tonight  
(D) Movie watching by us tonight

Ans : A
Section (C) : Quantitative Aptitude

Q.5) Decimal form of $\frac{1}{2}$ is:
(A) 0.50
(B) 0.25
(C) 0.20
(D) 0.55

Ans : B C D

Q.6) The price of mobile phone is Rs.15,000/- The dealer wants to give a discount of Rs.20%. What will be the price of the mobile phone?

(A) Rs.13,000/-
(B) Rs.10,000/-
(C) Rs.11,000/-
(D) Rs.12,000/-

Ans : A B C D

Section (D) : General Awareness

Q.7) Who is the author of Arthashastra?
(A) Varahamihira
(B) Banabhatta
(C) Kalidasa
(D) Chanakya

Ans : A B C D

Q.8) How many times was the preamble of the Constitution of India amended?
(A) Once
(B) Twice
(C) Thrice
(D) Four times

Ans : A B C D
Model Paper for the Post of Assistant Director (Correspondence Course)

Descriptive Test:

Time: 2 Hrs.  
Marks: 100

Section A: (Total : 60 marks)

Q.1) Please indicate percentage of reservation in following cases:-

(a) Direct Recruitment at Level 12 i.e. equal of Deputy Secretary filled on All India Basis (by Open Competition basis) - 5 marks

(b) Promotion at the level of Deputy Secretary when feeder grade is Under Secretary and post is filled by selection method. - 5 marks

The following questions should be answered in Sanskrit only
संस्कृते एव समाधातव्यम् ।

Q.2) (a) Submit a note to purchase stationary items to establish an office for conducting the Correspondence Course.
पत्रचारपाठ्यक्रमायाय कार्यालयाय व्यवस्थापितर्य अपेक्षिताया: सामग्रायः क्रियायाय टिपणीमृ उपस्थापयत् ।
- 5 marks

(b) Prepare a draft to publish in the News Paper regarding the commencement of Correspondence Course.
पत्रचारपाठ्यक्रमाणाम् आरम्भं सूचिपितं वातावपसार्या प्रकाशितं आलेखमेकं रचयत ।
- 5 marks

(c) Write a letter for inviting Special Guest to the Convocation ceremony of Rashtriya Sanskrit Sansthan (Deemed University), New Delhi.
राष्ट्रीयसंस्कृतसंस्थानस्य दीक्षान्तसमारोहें विशिष्टालिगें आह्वानाय पत्रमेकं लिखत ।
- 5 marks

Q.3) Write types of Promotion when reservation for SC/ST is applicable and also differentiate between different methods. - 5 marks
Section B: (Total : 40 marks)

Q.1) (a) What is stepping up of Pay rule in the Pay Fixation? Explain by giving one example. Also mention relevant Provision of FR in this regard. - 10 marks

Q.2) (a) Write a lesson plan to teach ‘तुमुि् प्रत्यय’. तुमुि् प्रत्ययस्य प्रयोगं बोधवितुं पाठयोजिां रचयत। - 5 marks

(b) Make necessary corrections in the below paragraph.
अथो लिखितेन अनुच्छेदं अपेक्षणं संशोधनं कुरूत। - 5 marks

प्रकोष्ठस्य द्वार पित्तीतमाशीत। अत पित्तीतस्य द्वस्य परत: अहम सितवान्। प्रकोष्ठस्य अन्तर्गी वितुस्य स्य कस्य किंद्रु: जनस्य च संवादः सृतः। द्वयो: सव्री मिनों। एकस्य को मलः सवर: अपरस्य गगद सवर:।