

## INSTRUCTIONS TO CANDIDATES

1. These instructions contain details pertaining to various aspects of selection process of staff for different category of posts advertised for Air Force School Yelahanka.
2. The eligible candidates shortlisted to be appearing in written test for different category of posts have been informed via email/Telephone and date sheet of exam is annexed herewith.

### Scheme of Examination (For Academic Staff)

(a) **Written Test:-** The first part of selection process will be document verification and followed by written test. The test is not required for candidates who have taught in other Air Force Schools for a minimum period of two years in same category. Candidates will have to appear in written test of 70 marks (30 objective questions of 01 mark each +10 subjective questions of 02 marks each + 02 descriptive essay type questions of 10 marks each). The duration of Exam will be 02 (Two) hours. This test will be of qualifying nature only. Candidates scoring 60% marks in written Test will qualify for Teaching Aptitude Test.

(b) **Teaching Aptitude Test (TAT):-** All candidates who have passed written test are to be called for a TAT consists of 130 marks. This will be conducted in presence of students. Candidates will have to score a minimum 80 marks out of 130 marks to be eligible for interview. A practical test for ability to use technology will be conducted as a part of TAT. Test would be for 20 marks and candidates will have to secure minimum 10 marks. Candidate is required to pass both TAT and practical test for ability to use technology separately.

(c) **Interview:-** Candidates who have qualified TAT are to be called for an interview of 100 marks which will be final stage of selection process.

**Final merit list of candidates will be prepared based on the performance of the candidates in TAT and interview.**

### Scheme of Examination (For Administrative Staff)

(a) **Written Test:-** The first part of selection process will be document verification and followed by written test. A Written test comprising of 50 Questions (objective) and duration of 40 minutes is to be administered to the candidates for the Administrative posts. Test is to be of 50 marks. Pass marks for written test is 20 marks.

(b) **Interview & Typing test:-** A typing test of 20 Marks is to be administered on computer for all administrative staff. Further, Candidates are to be interviewed and assessed on 50 marks. In addition, candidates for Accts Assistant are to be tested on the Knowledge of Accounts.

For selection of Helpers, a Practical Skill Test of 50 marks is to be administered on the trade for which the candidate has applied for.

### Following documents to be carried

1. **Academic Certificates – Original and one Xerox copy(right from Class X onwards)**
2. **Experience certificates:- Original and One copy**
3. **Aadhar card and One passport size photo.**