

ATMA

AIMS Test for Management Admissions For PGDM/ MBA /MCA*ADMISSIONS 2018-20

One of the six national tests recognized by AICTE and MHRD, GoI and also confirmed as such by Supreme Court of India. It is a Quality Test for Quality Institutions.

AIMS, the Association of Indian Management Schools, which has a membership of 740 top postgraduate management schools, administers the ATMA (AIMS Test for Management Admissions) for selection to MBA, PGDM, PGDBA, MCA* (subject to local Regulations) and other postgraduate management courses. About 200 high ranking institutions accept ATMA Scores for selection to PGDM, PGDBA, MBA, MCM, MCA* (subject to local regulations) and other postgraduate management courses.

Test Timings: 1400 hrs to 1700 hrs

Reporting time: 1300 hrs

For the list of participating institutions, test centers, and online registration, please visit our website www.atmaaims.com.

ONLINE TESTS PLANNED

S No	Date of Test
1.	07th January 2018
2.	04th February, 2018
3.	04th March, 2018
4.	20th May, 2018
5.	17th June, 2018
6.	15th July, 2018

Application fee: Rs.1100/- Plus 18% GST, i.e., Rs.1100+198=1298/- (Rupees Twelve Hundred and Ninety Eight only).

Mode of Payment: There is only one option available to the candidates for making Payment, i.e., through debit/credit card (Payment Gateway).

For Correspondence/Contact:

Association of Indian Management Schools

Head Office: D No: 6-3-668/10/76, First Floor

Near Sri Kalyana Venkateshwara Temple

Durga Nagar Colony, Punjagutta, Hyderabad – 500 082

Tel: 040 - 23417875/76

Email: atma.secretariat@gmail.com

(or)

Ms Rupinder Kaur Chandiok

ATMA National Coordinator

Pune Office: Flat No. B-5

Ashiyana Triveni Co-op Housing Society

Bhau Patil Road, Bopodi

Pune – 411 020

Email: atma.secretariatpune@gmail.com

Websites: www.atmaaims.com, www.aims.org.in

1.0 ABOUT ATMA

The AIMS Test for Management Admissions (ATMA) is meant for admissions to the Post-graduate programmes in Management (e.g. PGDM, PGDBA, MBA, MCM, MCA also subject to regulations of local university) etc., offered by various Institutions / Universities. The procedure for registering for the Test and the Test Administration are also described below.

1.1 The Association of Indian Management Schools (AIMS), established in 1988, is one of the largest networks of management institutions in the world, with over 740 members including IIMs, ISB, Xavier Institutes, Welingkar, MDI, S P Jain, ICFAI, NMIMS and other top Indian business schools. ATMA was launched in 2000 to meet the expressed desire of AIMS members for a high quality test, the scores of which would be used in the admission process as a reliable predictor of academic performance in post graduate management programmes. ATMA is a credible, comprehensive and single-window test for admissions to different post-graduate management programmes. The first Test was conducted on Sunday, 20th February, 2000, at several centres in India. Since then 43 tests have been conducted.

1.2 ATMA seeks to become a benchmark test in the world of management education. It focuses on the student. ATMA does not require any specific prior knowledge of business or other subject areas nor does it seek to measure achievement in any particular subject area. The Test is designed to assess the aptitude of the student for higher management education and primarily consists of sections on verbal, quantitative and analytical reasoning skills. Specific instructions will be given to the candidates for On-line tests. Questions are of objective type. **The Sample Tests available on www.atmaaims.com give a broad idea about the nature of the Test and the mock tests provide an opportunity for practice.**

1.3 Normally, ATMA is conducted in the following Test centres:

Ahmedabad (Gandhi Nagar), Bengaluru, Bhubaneswar, New Delhi, Hyderabad, Indore, Jaipur, Kolhapur, Kolkata, Lucknow, Mumbai, Navi Mumbai, Nagpur, Nashik, Pune, Raipur, Ranchi and Thane.

Test centres may be cancelled, combined or changed depending on the number of candidates in specific centre(s) or new centre(s) added to the above list.

Similarly, option is available to the candidate to **choose two test centres** according to their choice, so that, in case the first centre is not available, the second centre gets included in the admit card automatically.

Change of test centre is not allowed, except for valid reasons in exceptional cases where the request for change is made well in advance i.e., at-least 5 days before the test, and subject to availability of seats and the approval of test administrator.

1.4 IMPORTANT DATES IN ATMA SCHEDULE

The schedules for each test will be announced on the website, a few days after the previous test.

1.5 Most of the candidates (graduates or those in final year graduate course) who appear for ATMA may have taken other tests that aim at selection for management education or studied for similar tests. The preparation for ATMA should not be similar to that of college and university examinations. However, familiarity with aptitude tests, diligence and regular preparation can improve the speed. AIMS does not recommend any particular preparatory course or training for ATMA, though these may be effective in varying degrees. Reviewing the Sample Tests given on the website are likely to help the candidates.

2.0 HOW TO APPLY FOR ATMA?

- The Payment is accepted from the candidates as per the dates of Payment/Registration announced on the website after completion of each test.
- The Registration Fee for ATMA is of Rs.1100/- (Rupees Eleven Hundred only) plus GST @ 18% and you can pay using your Credit or Debit Card.
- The candidate should fill **ONLY** his/her details like Full name, Correct Email ID, Mobile Number and Date of Birth in the On-line Fee Payment form. **(Important: You should write correct mail ID and date of Birth)**
- After filling in all the details, you have to click on the button: “click here to register for ATMA”.
- After successful registration for the test, the candidate should take two printouts of the filled-in Application (Registration Form). You will receive an auto-generated mail to your email address which has the login credentials for the candidate i.e. username and password.
- By using her/his login credentials, s/he can print the filled in registration form or admit card or test result. Hard copy of the test result will not be sent unless otherwise specifically requested for.
- Candidates are responsible for the accuracy of the information provided in the Form.
- **Registration fee, once paid, is not refundable or transferable to other tests under any circumstances.**
- For any inquiry, candidates may email their query to ATMA Secretariat (atma.secretariat@gmail.com) at Hyderabad or atma.secretariatpune@gmail.com, stating their PID and Test Date.

There is only one option available to the candidate for making payment:

- I) Through debit /credit card (Payment Gateway)

2.1 Payment through debit or credit card

AIMS Test for Management Admissions (ATMA) On-line Fee Payment

FILL ALL THE DETAILS VERY CAREFULLY

Applicant's Name :	<input type="text"/>
Date of Birth(DD/MM/YYYY) :	<input type="text"/>
City :	<input type="text"/>
Mobile Number :	<input type="text"/>
Email ID :	<input type="text"/>
Confirm Email ID :	<input type="text"/>

PROCEED FOR FEE PAYMENT

Reset

Fee Payment through Debit / Credit Card

- After successfully paying the fee through debit/credit card, you will receive a PID (Personal Identification Number) to your **email id from ATMA through** auto-generated mail.
- Follow the instructions given in the mail. You have to click on the **registration link to register for the ATMA** 07th January 2018 using the Personal Identification Number (PID) and Date of Birth (DD/MM/ YYYY) of the candidate.

3.0 TEST ADMINISTRATION

- 3.1 ATMA will be administered in the premises of colleges/institutes/schools or their computer labs, etc. The address of the Test Venue is given on the Admit Card, which is in two pages.
- 3.2 You are requested to submit the following documents to the invigilator at the time of the examination.
- (i) Admit card with two of your recent recognizable photographs affixed in the space provided.
 - (ii) Copy of your Registration Form
 - (iii) Photo Identification **(In original) (Xerox or scanned copies not allowed)**
- 3.3 Report to the Test Venue with your above documents, not later than half-an-hour before commencement of the Test. The second page of the admit card is meant for the candidate. The candidate is required to obtain invigilator's signature on it, and retain the same for future use.
- 3.4 Take your assigned seat in the Test Lab. Change of computer is not permitted without the explicit permission of the Test Supervisor.
- 3.5 Instructions for Internet Based On-line Tests should be followed as directed in the E-Admit Card. Familiarity with use of computers and internet will be required.

4.0 NATURE OF THE TEST AND MARKING

- 4.1 The Test contains 180 Questions spread over six sections. Each section in Paper-based Test may be attempted in serial order. There is no such requirement for On-line Test. Total time of the Test is 3 hours. The questions cover Analytical Reasoning, Quantitative, and Verbal skills.

The following table shows the structure of ATMA

STRUCTURE OF ATMA			
Section	Question-Context related to	No. of Questions	Time allotted
I	Analytical Reasoning Skills	30	30 Min
II	Verbal Skills	30	30 Min
III	Quantitative Skills	30	30 Min
IV	Verbal Skills	30	30 Min
V	Analytical Reasoning Skills	30	30 Min
VI	Quantitative Skills	30	30 Min
	Total	180	180 Min

(In the Actual Test the same sequence as shown in the Table above may not be followed)

- 4.2 Each multiple-choice question is followed by four answers numbered 1,2,3 and 4. You have to choose the correct or best answer from these four choices and click the right answer in the On-line Test.
- 4.3 The questions in this Test are numbered serially starting at 1 and ending at 180. Start answering from the first question of each section and proceed sequentially.
- 4.4 Clear familiarity with the directions and questions is necessary. It is important to read the directions for each set of questions carefully.
- 4.5 In case you find a mistake in the framing of the question or the answered-choices given or both, you need not waste your time on them. You will be given credit for any such question.
- 4.6 Time should be allotted wisely within the limits given. On an average, there will be one minute available for each question and thirty minutes per each section.
- 4.7 ATMA has been designed as a standard, benchmark Test with high quality and academic rigour. ATMA scores are useful in determining a candidate's relative position in the whole test population. A candidate is not expected to answer all questions within the specified time frame. You are advised to proceed through the Test at an even pace, skipping the more difficult questions, wherever necessary. You may return to the unanswered questions any time and click the right answer.
- 4.8 All the necessary instructions and guidelines will be given with the question paper for On-line Test.
- 4.9 Scoring
- 4.10 For each correct or best answer, you will get a score of one. For any question not answered, a zero score will be given. A negative score will be given for a wrong or incorrect answer. For each incorrect answer, 0.25 point will be deducted. Thus, for four incorrectly answered questions, one mark will be subtracted from the total score.
- 4.11 Discipline at the Test Centre
- 4.12 Candidates must follow the instructions of the Test Supervisors in the computer lab. Violation of the instructions or any unethical practices will disqualify the candidate. The decision of the Supervisor in this regard will be final. Maintain the discipline and decorum of the test centre. Always follow the instructions of the Test Supervisors.

- 4.13 Books, notepapers, calculators, slide-rules, mobile phones and other electronic devices are not permissible. Giving / seeking / receiving help in any manner during the Test is prohibited.
- 4.14 At the end of the Test
- 4.15 You should remain in your seat during the Test. You may leave your computer only with the permission of the Invigilator / Test Supervisor.
- 4.16 Cancellation of the Test Results
- 4.17 A candidate's score will be cancelled by the office of ATMA, if any misconduct or unfair practice by the candidate is detected, by any of the several available means.
- 4.18 A candidate whose result is cancelled, will not receive her/his score and will be informed accordingly.

5.0 REPORTING AND USE OF ATMA SCORES

- 5.1 ATMA Scores will have to be down-loaded from www.atmaaims.com by using the login id and password sent to the email of the candidate. No hard copy will be issued unless otherwise specifically requested for.

ATMA SCORE REPORT

Name							
Address							
Roll No.							
Test Date	Date		Month		Year		
Quantitative Skills		Verbal Skills		Analytical Reasoning		Total Scaled Score for 800	Overall Percentile
Scaled Score for 100	Percentile	Scaled Score for 100	Percentile	Scaled Score for 100	Percentile		

- 5.2 ATMA score report for each candidate will contain four scores: viz quantitative, verbal, analytical and total. These scores are based on raw scores of each candidate and are statistically scaled with reference to the entire Test population. The first three scores measure different constructs and are neither comparable nor can be added to each other. The scores can be easily interpreted, compared in each construct category and used for specific purposes. ATMA scores cannot be compared directly to other similar Test scores.
- 5.3 In addition to the scaled scores, the Score Report will also contain percentage below the data. These percentiles indicate the percentage of candidates in the entire ATMA Testing population, who have scored below the candidate in that category. For example, if a candidate's score sheet indicates 53%, it means that 53 percent of test candidates scored below her/him. Thus, the percentile score ranks an applicant to a management programme, in relation to other applicants, who have taken the Test.
- 5.4 ATMA scores in the Test taken on a particular date are valid to be used by the management institutions for admissions in the next academic year only.
- 5.5 ATMA has so far been accepted by a number of Management Institutions, as one essential admission criterion in their post-graduate programmes in Management. Full addresses of these Institutions with code numbers and details of the programmes offered are given on the website.
- 5.6 These Institutions have the exclusive authority to decide on admissions to their programmes. ATMA or AIMS has no role in their admission decisions. ATMA scores will be reported to the student as well as to the Institutions s/he designates (in about five days after the Test date), for admissions in the next academic year.
- 5.7 While registering on-line, each candidate can indicate five institutions with correct code numbers from the list given on the website, to which s/he wants ATMA scores to be sent without any additional charge. **A candidate is also required to verify the institution(s) recognition by AICTE or affiliation to a University and other credentials before identifying the institution(s) for admission. An institution(s) acceptance of ATMA scores and its inclusion in the list of Participating Institutes is not an indication that the institute has the required recognition/affiliation for conduct of the programmes announced by it.**

- 5.8 For additional reporting of the Test score, the candidate should write to the ATMA Office directly indicating the institutions to which her/his scores should be sent, with a fee of Rs.150/- per Institution applied for. The ATMA Office will send these scores within a week of the receipt of the request. For additional reporting, fill in the form in Annexure - VI and send it to the ATMA Office with the requisite fees. It is candidate's responsibility to apply directly to the Institution of her/his choice for admissions separately.
- 5.9 The ATMA Office will only forward the scores to the Institutions, designated by the students. Students are expected to apply directly to the various Institutions for their Admission Bulletins and Application Forms, within the deadlines for admissions to each Institution.

6.0 WHAT CANDIDATES SHOULD REMEMBER

1. Candidates are advised to keep two Xerox copies of the filled in application form for their future reference.
2. Candidates can download their Admit cards from the ATMA website www.atmaaims.com three days in advance of Test
3. Candidates can indicate FIVE INSTITUTIONS to which s/he wants ATMA scores to be sent without any additional charge. For additional reporting of scores to more than five institutions, candidates are advised to read the instructions given above at 5.8.
4. For any inquiry, candidates may write to the AIMS / ATMA Secretariat at Hyderabad or Pune, or email to atma.secretariat@gmail.com or atma.secretariatpune@gmail.com stating their PID / Roll Number and Test Date.
5. In any misconduct or unfair practice by a candidate is detected, directly or indirectly by any of the several available means, the candidate's score will be cancelled.
6. Remember the deadlines available on the website www.atmaaims.com

6.1. Please note that ATMA has been accepted by the Ministry of HRD, Government of India and AICTE as one of the six tests for admissions to the MBA and similar programmes at the postgraduate level by AICTE-recognized Institutions.

6.2. Management Institutions who do not participate in ATMA, but accept ATMA scores directly from the students without authentication by ATMA Office do so at their own risk and responsibility.

6.3. Directorates of Technical Education/Departments of Higher Education of State Governments are required to seek officially the results of the candidates opting for the Management Institutions of the state from the Office of ATMA directly.

Annexures

Annexure – I


SPECIMEN APPLICATION FORM FOR ATMA

Online Registration for ATMA


Personal ID Code :	<input type="text"/>	Qualification Details	
Name of the Candidate :	<input type="text"/>	Academic Background :	<input type="text"/>
Address for Communication :	<input type="text"/>	Exam Passed	% of Marks Example
	<input type="text"/>	SSC :	<input type="text"/> SSC : 38.2%
	<input type="text"/>	HSC :	<input type="text"/> HSC : 68.3%
	<input type="text"/>	Degree (if appearing for the final Year Exam put NA) :	<input type="text"/> Degree 85.6%
	<input type="text"/>	Post Graduation :	<input type="text"/> Post Graduation : 72.5%
	<input type="text"/>	Professional Degree :	<input type="text"/> Professional Degree : 66.6%
State/Union Territory you Belong to :	<input type="text"/>	If appearing for the final Year Exam. Percentage of Marks obtained in the year PREVIOUS to Final Year Exam :	<input type="text"/>
City :	<input type="text"/>	Post Qualification Experience	
Pin :	<input type="text"/>	Organization (Not more than 50 Characters) :	<input type="text"/>
Email ID :	<input type="text"/>	Work Experience (in Months) :	<input type="text"/>
Confirm Email ID :	<input type="text"/>	Choice code of Institutes for reporting ATMA Score Click Here to See the Codes	
Date of Birth (DD/MM/YYYY) :	<input type="text"/>	I Choice :	<input type="text"/>
Gender :	<input type="text"/>	II Choice :	<input type="text"/>
Contact Details		III Choice :	<input type="text"/>
Landline No.:	<input type="text"/>	IV Choice :	<input type="text"/>
Mobile No.:	<input type="text"/>	V Choice :	<input type="text"/>
Enter Preferred Test City Choice's			
Preferred Test City Choice 1:	<input type="text"/>		
Preferred Test City Choice 2:	<input type="text"/>		

[Click Here to Register for ATMA Exam](#)

Sample E-Admit Card

AIMS ASSOCIATION OF INDIAN MANAGEMENT SCHOOLS	E-ADMIT CARD	
Name	Roll No	
<input type="text"/>	<input type="text"/>	
Test Centre Address	Paste your Photograph here	
<input type="text"/>		
INSTRUCTIONS FOR THE TEST		
<ol style="list-style-type: none">1. Candidates are advised to read the instructions carefully before attempting the test.2. There are 180 questions spread over 6 sections.3. Total time allotted for the test is 180 minutes.4. For each correct answer 1 mark will be given and for each incorrect answer 0.25 mark deducted from the score.5. You will be redirected to next question automatically after attempting a question.6. Click the 'Next' Button to skip a question and move on to the next question.7. You may revise an answer by selecting the question no. from the list.8. Information about the time spent, attempted/unattempted questions, question no., section details always available.9. Click the 'End Test' button to close the test at any point of time.10. For any reason, if test gets disrupted, you may restart the test by logging in again. In such a case, you will not be able to change the answers attempted in the last session for security reasons. However, interrupted time will not be added to your time, without the specific permission of the supervisor.		
(Test Administrator's Signature)	(Candidate's Signature)	

TO BE KEPT BY THE CANDIDATE

AIMS ASSOCIATION OF INDIAN MANAGEMENT SCHOOLS	E-ADMIT CARD	 AIMS TEST FOR MANAGEMENT ADMISSIONS
Name	Roll No	
<input type="text"/>	<input type="text"/>	
Test Centre Address		
<input type="text"/>	Paste your Photograph here	
IMPORTANT GUIDELINES		
<ol style="list-style-type: none">1. Admit Card is valid when the photograph of the candidate is pasted on it and produced with a Photo ID proof.2. Possession of Mobile Phones even in SWITCH OFF mode will be treated as MALPRACTICE and invites strictest punishment. Do not bring Mobile Phones to the Test Centres as there is no arrangement for safekeeping.3. You are not allowed to carry calculators, statistical tables, laptop computer or gadgets that could be of unfair assistance.4. You have to report atleast 30 minutes before the commencement of the examination.5. In all Multiple Choice Questions (MCQs), each question will have only one correct or most appropriate answer. The answer must be indicated by selecting the check box provided at the left side of the options.6. Ensure that your test invigilator signs in the space provided in your admit card.7. Use of unfair means, disobedience of instructions, arguing or threatening the examination officials, cheating, etc. will be treated as MALPRACTICE. This may lead to cancellation of your exams, besides any other liabilities under the law.		
(Test Administrator's Signature)	(Candidate's Signature)	

List of Participating Institutes with their code numbers

(Candidate should verify independently the recognition of programmes of the following Institutes by AICTE/University)

