

VIMANIC



**AN ONLINE EXAMINATION SYSTEM
FOR
ISSUE OF PILOT LICENCES
Developed by NIC
In Coordination with
DIRECTOR GENERAL OF CIVIL AVIATION**

INSTRUCTION TO THE CANDIDATES

**APPEARING FOR PILOT LICENSE
EXAMINATION - ONLINE**

Issued under the provisions of Sub-Rule (1) of Rule 41A of Aircraft Rules 1937.

1. Candidates must follow all instructions from the Supervisor (Controller of Examination / Invigilator). Any candidate who does not follow such instructions, their examination may be invalidated. Non-compliance with the Supervisor's directions may also result in suspension from all Pilot License examinations.
2. **Candidates are to be seated in their respective seat at least 30 min prior to the scheduled start time of examination. The entry to the venue / Hall / Room will be closed 30 min prior to the scheduled start of the examination.**
3. **Breaks for nature's call are permitted once after 1 hour of start of examination. Only one candidate may take a break at any given time. However, no candidates will be allowed for nature's call during the last 30 Minutes of the examination.**
4. Candidates must not communicate with another candidate or anyone else other than supervisory staff during an examination. If there is a need to raise a point of immediate urgency, the candidate is required to raise their hand to draw the Supervisor's attention. The candidate may then explain the matter in a quiet and non-disruptive manner.
5. Abusive behavior in exam centers will not be tolerated. Any candidate in breach of this will be asked to leave the exam room immediately and will forfeit all exam fees paid. This may also result in suspension of sitting in further exams.
6. The Supervisor is not permitted to give any help in working out questions, nor discuss any issues regarding examination content.
7. All examination material such as rough work sheets must be returned to the Supervisor on completion of the examination.
8. The examination ends, when the candidate submits the examination, or when the system terminates the examination at the end of the allowed period. The candidate must indicate examination completion to the Supervisor by raising a hand and remain seated until the Supervisor has collected all examination materials, other than the candidate's personal materials.
9. Admit Card printing provision is made available to the admitted candidates for the active session in <http://udaan.nic.in>. Candidates may log in to udaan site with their existing login credentials and take a print of their Admit Card under the link "DOWNLOAD".
 - A. Necessary instruction for printing the Admit Card is given in Part-H of the ***"Instructions and Guidelines to the candidates applying for Pilots ONLINE Examination - Issue XII June 2016"*** published in DGCA web site (www.dgca.nic.in). **Candidates are advised to download their Admit Card from Udaan Site only after publication of the list of Admitted candidates in DGCA web site.**
 - B. **Candidates are required to produce this Admit Card with the Photograph printed therein as proof of their identity for appearing in examinations and candidates will not be allowed to appear in absence of the same. Affixing of hard copy of photograph on the printed admit card and altering / tampering with any of the details therein are not permitted.**
 - C. This Admit Card should always be displayed by the candidate during the examination.

10. Please login using your credentials [Computer No., Password & PIN Number]. The Password and PIN number shall be given to the candidates by the Controller of Examination at the examination venue.
11. Candidates are not allowed to bring any electronic gadget such as Calculators, Cell phones, Electronic diaries or any other electronic device with memory or Listening devices and recording or photographic devices, Electronic / Smart Wrist Watches, wrist watch phones, pagers, pen scanners or multimedia devices or any other communication devices even in switched OFF mode inside the examination room / hall. DGCA will not make any provision to keep them in safe custody and Candidates themselves are responsible for safety of their belongings.
12. During any inadvertent system malfunction / power failure, the candidates are advised to remain seated in their allotted seat and maintain silence. The invigilators / Supervisors will attend to you immediately.
13. The candidates may be allowed to use (i) **Navigation Computers and Scientific Calculators without multiple-memory for Air Navigation (CPL/ATPL), & Composite (like PPLG, CPLCG, ATPCG) Papers** and (ii) **Only Scientific Calculators without multiple-memory for Radio Aids & Instrument (ATPL) papers. However, exchange of these devices amongst the candidates shall not be permitted. Further, for appearing in meteorology papers, even the simple arithmetic calculators are not allowed.**
14. Accessing internet sites other than that of Vimanic (online examination portal) / fiddling with the system / terminals / performance of operations other than required during the examination may hamper the session and cause session closing / expiry and the candidates will not be in a position to complete the examination.
15. Candidates, who try to misbehave or use unfair means in the examination venue, shall be expelled from the examination venue. They shall further be liable for disqualification in all the subjects and debarred temporarily or permanently from appearing in examinations. The examples of unfair means shall constitute but not limited to as follows:
 - a. Copying or attempting to copy other candidate's answers or helping others to copy answers.
 - b. Copying or attempting to copy from the un-authorized written material possessed by a candidate.
 - c. Consulting other candidates, individuals through speech or sign or sound in the examination venue or outside the venue.
 - d. Any attempt to conduct operations other than that required for examination, such as changing window applications, cut, copy, paste, save as, operations etc.
 - e. Accessing internet sites other than that of Vimanic (online examination portal) / fiddling with the system / terminals / performance of operations other than required during the examination.
 - f. Creating disturbance.
 - g. Attempting to appear in the exam for someone else & arranging someone else to appear on behalf of self – Impersonation
 - h. Giving or receiving assistance of any kind.

- i. Using prohibited aids, items not allowed; such as
 - Cell phones
 - Calculators, Electronic diaries or any other electronic device with memory or Listening devices and recording or photographic devices, Electronic / Smart Wrist Watches, wrist watch phones, pagers, pen scanners or multimedia devices or any other communication devices even in switched OFF mode inside the examination room / hall.
 - j. Attempting to move exam question and/ or responses (in any format) from the examination room.
 - k. Attempting to remove any paper from the exam room.
 - l. Leaving the exam room with out permission.
 - m. Failing to follow exam Supervisor's (Controller of Examination / Invigilator) direction. The test centre invigilator is authorized to dismiss candidate from the test and take action
 - n. Manhandling of Supervisor (Controller of Examination / Invigilator) & Centre Staff.
16. The list of Admitted Candidates, Rejected Candidates (along with reason for rejection) & Guidelines to the candidates has been published on DGCA web site – www.dgca.nic.in.

17. CEO will not entertain any communication from candidates whose application has been rejected.

Failure to comply with any of the above instructions will disqualify the candidate from appearing in the examination.