

# CAT 2015



## REGISTRATION GUIDE

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# CAT 2015



## Overview

You can register for CAT 2015 from the official CAT 2015 website, [www.iimcat.ac.in](http://www.iimcat.ac.in) between August 6<sup>th</sup> 2015 and September 20<sup>th</sup>, 2015. Registration steps are as follows:

- Create a Profile
- Log in with system generated User ID and Password
- Submit Application after entering details and making online payment

On creating a profile, your User ID will be sent by email and the Password shall be sent to the registered mobile number. Using these credentials, you can log in as an Existing User to fill out the Application form. The application need not be completed in one sitting; you can revisit the form several times. However, **you cannot edit any details on the Application form after you have made the online payment.**

To understand the registration procedure for CAT 2015, see the *Registration Video* on the CAT website.

## Before you Register

Kindly follow the instructions below before you start registration for CAT 2015.

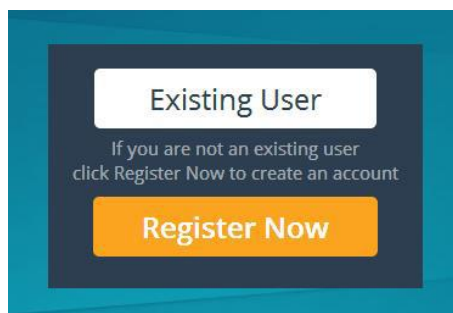
1. Check your eligibility for CAT 2015 by referring to the Eligibility document on the website.
2. Ensure you have a valid and unique email address and mobile number.
3. “\*” (asterisk) indicates a mandatory field. The boxes marked with this symbol must be filled in or you will not be allowed to submit your application for CAT 2015.
4. Gather all the information you will need for filling the form beforehand, such as:
  - a. Educational history
  - b. Mark sheets (10<sup>th</sup> /12<sup>th</sup> / Degree/Diploma)
  - c. Work experience
  - d. Applicable Certificates to upload
  - e. Scanned images of your passport size photo and signature. (The photo should not be more than six months old and should have a white background)
  - f. List of the IIM programmes to which you are applying

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## Step 1: Registration to receive User ID and Password

On the website, [www.iimcat.ac.in](http://www.iimcat.ac.in), click the **Register Now** button to create your user profile. The Registration form window will open in your browser.



The registration form to create your User Profile appears as follows.

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## Registration Form

**Note:** Kindly use Internet Explorer(version 7 to 11) or Mozilla Firefox(14 to 34) or Google Chrome(20 to 36) to fill in the Application Form.  
Use Mouse to move between fields for entry of data instead of using Tab Key. Fields marked with \*are mandatory.

Read the below instructions carefully, before filling the form:

1. Candidate has to fill in the below mentioned details to receive the User Id and Password.
2. Candidate will receive the User Id in the registered email address and Password as SMS on the registered mobile number.
3. Candidate can login with the User Id and Password to complete the application for CAT 2015.
4. Candidate must provide correct Name, Date of Birth, Mobile Number and Email Address as these details cannot be changed once the registration is complete.

### Step 1: Registration to get User Id and Password.

\*Name of Candidate

EG - JOHN SMITH

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The entries on this form cannot be changed once submitted, hence, ensure that you enter the required information correctly.

- **Name of Candidate:** This should be the same as on your 12<sup>th</sup>/Diploma/Degree certificates.
- **Date of Birth:** Use the calendar icon to select the correct date.
- **Email Address:** Should be valid and unique. You will receive your User ID on this email address only.
- **Mobile Number:** Should be valid and unique. You will receive your Password as an SMS on this number only.
  - India based mobile number should have 10 digits.
  - Other mobile numbers should be prefixed with the area code. Special characters such as (0), +, - are not allowed.

## Captcha

The Captcha box (as displayed) is a special set of characters displayed on the screen. You will need to retype the characters in the box provided. This is a safety feature designed to ensure that a human is entering the details and not a computer programme. If you have trouble reading the characters, click the 'Get a new image' link to refresh the letters.

Can't read the text? [Get a new image](#)

Type the text shown in the image above

Click on **Submit** to complete Registration. [?](#) Help

## Declaration

### Declaration

I hereby declare that I have carefully read the instructions. All particulars stated in this Registration Form are true and correct to the best of my knowledge and belief. If any information provided is false or incorrect, I shall abide by the actions and decisions taken by **CAT Centre 2015**.

☐ I Agree

**Submit**

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By selecting the 'I Agree' checkbox in the *Declaration* section, you are committing to be honest and fair in all your actions and information provided in the CAT 2015 Registration Form. It is mandatory to agree to the contents in the Declaration to proceed to *Submit* the form.

## Confirmation of Registration

Within minutes of submitting the Registration Form, you will receive your User ID on the registered email address from the *Administrator* with the subject line **CAT 2015 Login Details**. Ensure that you check your mailbox immediately and that it is not considered as spam mail.

You will also receive the login Password as an SMS on the registered mobile number from sender LM-IIMCAT. Using these credentials, you may proceed to complete your application for CAT 2015 by clicking on the link given in the email. You may also login from the CAT Website.

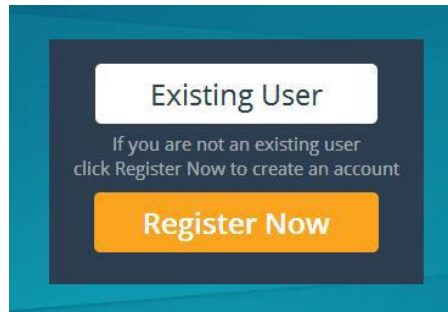
This ends Step 1 of the Registration Process.

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## Step 2: Login to CAT Website

Using the system generated User ID and Password received, you can login as “Existing User” on the website and fill the Application Form for CAT 2015.



In future, if you forget your password, click the *Forgot Password* button on the *Existing User* login window. The new password will be sent in an email, and not as an SMS.

**CAT 2015**

**Candidate Login**

**Login to Fill/Submit/View Application Form**

User Id

Password

Version 10.02.00

The next step is to fill in the Application Form for CAT 2015.

# CAT 2015



## Step 3: Fill Application Form

The Application Form is categorised into the following five sections:

- Personal details
- Academics
- Work Experience
- Programmes
- Payment

A screenshot of the CAT 2015 Application Form interface. At the top, it says "CAT 2015" in large red letters. Below that is a row of logos for various IIMs. The main heading is "Application Form" in a dark blue box. Below that, it says "Step 2: Fill Application Form". A yellow box contains a note: "Note: To fill the Application Form, kindly use Internet Explorer(version 7 to 11) or Mozilla Firefox(14 to 34) or Google Chrome(20 to 36)." Below the note, it says "Read the below instructions carefully, before filling the form:" followed by six numbered instructions. At the bottom, there is a navigation bar with five buttons: "1 Personal Details", "2 Academics", "3 Work Experience", "4 Programmes", and "5 Payment". The first button, "1 Personal Details", is highlighted with a red dashed border.

Read the instructions at the start of the form before you begin filling the information. You can *Save* and exit the form any number of times to edit and complete later or *Save & Continue* each section till you submit the application. However, you will not be allowed to continue, if mandatory information is not entered or the required Certificates are not uploaded.

After you complete the last section, i.e. Payment, your application for CAT 2015 will be considered complete and you will receive a confirmation mail. After this, changes to any information provided on the application form is not possible. You can only print or save the form from the website.



# CAT 2015




## 1. Personal Details

Candidate Name and Date of Birth fields will be populated automatically based on the information provided at the time of registering your profile.

- Enter **Father's/Husband's/Guardian's Name** and **Gender**, as applicable.
- Select **Nationality** as Indian, else enter your nationality in the adjacent field, **Specify your Nationality**.
- Select the **Category** under which you are applying. If not General, then enter the additional details such as **Serial Number of Caste/Tribe, State/Union Territory of Caste/Tribe, Caste/Tribe Name**.

A screenshot of the CAT 2015 application form. It shows three fields: '\*Category', '\*Nationality', and '\*Person with Disability'. The '\*Category' dropdown menu is open, showing options: '--Select--', 'General', 'NC-OBC', 'SC', and 'ST'. The '\*Nationality' field is empty. The '\*Person with Disability' field has a 'Yes' button and a 'No' button.

For details of the Caste/Tribe name applicable to you, see the National Commission for Backward Classes (NCBC) website: [http://www.ncbc.nic.in/User\\_Panel/CentralListStateView.aspx](http://www.ncbc.nic.in/User_Panel/CentralListStateView.aspx).

You may also click the  icon on the form to open the National Commission for Backward Classes (NCBC) website.

Additionally, download the NC-OBC, SC, ST Certificates from the CAT website, enter the required information and attest signatures from the appropriate authorities, self-attest, and scan as PDF documents to upload the certificates on the CAT website.

- Select Yes if you are a **Person with disability/Differently Abled**. Additionally, enter details under **PWD/DA Category** of disability, **Disability Percentage** and **Wheelchair Support** requirement.

**Note:** In order to apply under the PWD/DA category, the Disability Percentage should be equal to or greater than 40%.

Download the Differently Abled (Person with Disability) Certificate from the CAT website, enter the required information and attest signatures from the appropriate authorities, self-attest, and scan as PDF document to upload the certificates on the CAT website.



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## 1.1. Communication Address

Enter your postal address details correctly as it will be used for communication from CAT Centre 2015. You may also provide an alternate *Email Address* and *Mobile Number* here.

## 1.2. Upload Documents

In this section, you must upload all the mandatory documents as per your selections in the earlier sections.

- **Passport Size Photograph and Signature:** Upload the scanned image of your passport photo within the dimensions of 35mm X 45mm. Also, upload the scanned image of your signature within the dimensions of 80mm X 35mm. The documents file format should be a .jpg or .jpeg and the file size should not be more than 80KB each. The image should be clear with a minimum resolution of 150px/inch. The photo should not be more than six months old and should have a white background. Bring the same photograph uploaded here on the day of interview, scheduled in Feb 2016.
- **NC-OBC/SC/ST Certificate:** Download the Certificate from the CAT Website, enter the required information and attest signatures from the appropriate authorities, self-attest, and scan as PDF document to upload here.
- **PWD/DA Certificate:** Download the Certificate from the CAT Website, enter the required information and attest signatures from the appropriate authorities, self-attest and scan as PDF document to upload here.

### Upload Documents

**Note:** 1. The NC-OBC/SC/ST/DA/PWD certificate should be in the prescribed format issued by the competent authority.  
(Refer to the CAT 2015 website for sample format.)  
2. The self-attested scanned copy of the certificate should be clearly visible.  
3. Your name on the certificate should match with the name you have mentioned in the Personal Details section.  
(If there is a name mismatch, please refer to the FAQs/Registration Guide provided on the CAT 2015 website.)

\*[Click here](#) to upload scanned copy of passport size photograph and signature.

\*[Click here](#) to upload scanned copy of NC-OBC/SC/ST certificate.

\*[Click here](#) to upload scanned copy of PWD/DA certificate.

Click on **Save & Continue** to proceed to the next section.



## 2. Academics

In this section, you must enter your education details. Enter the details in all sections that are applicable to you.

The sections are as follows:

- SSC/10<sup>th</sup> Std/Equivalent Details
- 12<sup>th</sup>/Equivalent/Diploma Course Details
- Bachelor Degree Details
- Other Professional Degree Details
- Master Degree Details

**For computing percentages of marks obtained in SSC or equivalent and HSC or equivalent examination, the aggregate marks of all subjects that appear in the mark sheet/grade sheet would be considered.** For graduates and postgraduates, the percentage of marks awarded by the Institute/University will be treated as final. If the Institute/University does not award the percentage of marks, it will be calculated on the basis of the marks obtained in all subjects listed in the mark sheet. If any Board/Institute/University awards only letter grades without providing an equivalent percentage of marks on the grade sheet, the candidate should obtain a certificate from the Board/Institute/University specifying the equivalent marks which should be used for filling the online CAT application form. The original equivalence certificate needs to be submitted at the time of interview, if shortlisted for the same.

### 2.1 SSC/10<sup>th</sup> Std/Equivalent Details

For computing *Aggregate Marks* percentage, aggregate marks obtained for all subjects as per your SSC/10<sup>th</sup> standard examination mark sheet should be considered. Round off the percentage marks to two decimal points.

#### SSC/10<sup>th</sup> Std/Equivalent Details

\*Aggregate Marks (%)

---Select---

.

---Select---

\*Total Marks Obtained

\*Maximum Marks

\*SSC/10<sup>th</sup> Std/Equivalent Board Name

---Select---

\*Month/Year of Completion

---Select---

---

---Select---

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## 2.2 12<sup>th</sup> Std/Equivalent/Diploma Course Details

Select Course Type as 12th Std/Equivalent if you followed the HSC or school structure of two year education post 10th standard, else select Diploma.

Enter all the relevant details. Again, for computing Aggregate Marks percentage, aggregate marks obtained for all subjects as per mark sheet should be considered. Round off the percentage marks to two decimal points.

### HSC/12th/Equivalent/Diploma Course Details

\*Course Type ☐ 12th/Equivalent ☐ Diploma

\*Aggregate Marks (%)  .

\*Total Marks Obtained

\*Maximum Marks

## 2.3 Bachelor Degree Details

Enter the details based on whether you are currently pursuing a Bachelor's Degree or have completed your Bachelor's degree. This section would also apply to those who have an Honours Bachelor degree too.

If you selected *Yes* for *Are you in the final year of Bachelor Degree?*, enter the current year and semester of education. Enter the percentage of marks obtained for the years/semesters of the degree course completed to date.

If you hold a Bachelor's Degree, compute the percentage of marks obtained as per the norms of the University/Board. If no norms exist, enter the percentage of marks obtained for all years/semesters of the degree course.

**Note:** If you have undergone/completed an integrated Master's degree or Dual degree, after your 12th/HSC, enter the percentage of marks obtained as per your University/Institute norms which is considered as equivalent to Bachelor's Degree for this section and enter the percentage of marks obtained in the remaining years in the Master's degree section. If you are undergoing (yet to complete) an integrated Master's degree or Dual degree, after your 12th/HSC, enter the percentage of marks obtained for the years/semesters completed to date.

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## Bachelor Degree Details

\*Are you in the final year of Bachelor Degree? ☐ Yes ☒ No

\*Have you completed Bachelor Degree? ☒ Yes ☐ No

\*Total Duration of Degree

\*Marks % awarded by University/ Institute  .

\*Type of University/Institution

\*State/Union Territory of University

\*University/Institute Name

\*Name of College/Institution

\*Degree Name

\*Discipline

\*Month/Year of Course Commencement

\*Month/Year of Completion

## 2.4 Other Professional Degree Details

If you have a professional degree such as CA, ICWA, CS or others, then select all that apply. However, enter marks only for the degree you have scored the most.

**Note:** If you have not undergone any Bachelor Degree, then one of the professional degrees is mandatory.

## Other Professional Degree Details

Have you completed any professional degree such as CA/CS/ICWA without completing Bachelor's Degree? ☒ Yes ☐ No

	Degree	Degree Completion Status
Select the Degree	<input type="checkbox"/> CA	<input type="radio"/> In Progress <input type="radio"/> Completed
	<input type="checkbox"/> ICWA	<input type="radio"/> In Progress <input type="radio"/> Completed
	<input type="checkbox"/> CS	<input type="radio"/> In Progress <input type="radio"/> Completed
	<input type="checkbox"/> Others	<input type="radio"/> In Progress <input type="radio"/> Completed

**Note:** Specify the maximum marks obtained in any of the professional degrees.

Professional Inter Marks (%)  .

Professional Final Marks (%)  .

Month/Year of Course Commencement

Month/Year of Completion

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## 2.5 Master Degree Details

If you choose to enter your Master's Degree details, then select if you are currently pursuing it or have completed it.

### Master Degree Details

Do you want to enter Master Degree details? ☒ Yes ☐ No

Master Degree Completion Status ☐ In progress ☐ Completed

Total Duration of Degree

Aggregate Marks (%)  .

Type of University/Institution

State/Union Territory of University

University Name

Name of College/Institution

Degree Name

Discipline

Month/Year of Course Commencement

Month/Year of Completion

The Aggregate Marks percentage will be the aggregate of all subjects if your degree is complete, else it will be the aggregate of all subjects on the last received mark sheet. If you have studied an integrated program after 12<sup>th</sup>/HSC, enter the percentage of marks obtained as per your University/Institute norms that is considered as equivalent to Master's Degree.

**Note: The CAT application data is treated as final and no change in it is permitted at a later stage. In case of detection of any variation in the data provided at any stage with the actual data your candidature may be nullified. Originals of all mark sheets will be required at the time of interview.**

Click on **Save & Continue** to proceed to the next section.

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## 3. Work Experience

If you are a candidate with work experience, enter your experience in completed months until **31st July 2015**. Check all the Working Areas applicable to you, with Work Experience in months for each area.

Work experience refers to any paid and fulltime work done post completing your Bachelor's degree.

Working Areas	Work Experience (In months)
<input type="checkbox"/> Automobiles/Auto-ancillaries	<input type="text"/>
<input type="checkbox"/> Banking/Financial Services	<input type="text"/>
<input type="checkbox"/> Durables	<input type="text"/>
<input type="checkbox"/> Engineering/Industrial	<input type="text"/>
<input type="checkbox"/> Fast Moving Consumer Goods (FMCG)	<input type="text"/>
<input type="checkbox"/> Information Technology	<input type="text"/>
<input type="checkbox"/> Pharmaceuticals/Healthcare	<input type="text"/>
<input type="checkbox"/> Retail	<input type="text"/>
<input type="checkbox"/> Telecommunications	<input type="text"/>
<input type="checkbox"/> Others	<div>Specify work area <input type="text"/></div> <div>Exp(In months) <input type="text"/></div> <div>Add Row Remove Row</div>
Total Work Experience (In Months)	0

Click on Save & Continue to proceed to the next section.

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## 4. Programmes

You may select any number of Programme Names in this section. Then, select the Interview City for interview as per the cities in the respective drop down list.

**Note: Candidates applying for PGP/PGDM courses at the following IIMs are requested to select the same interview city for all the selections.**

1. IIM Kashipur
2. IIM Raipur
3. IIM Ranchi
4. IIM Rohtak
5. IIM Tiruchirappalli
6. IIM Udaipur

For example, if you have selected the PGDM course at IIM Ranchi and the PGP course at IIM Kashipur, your interview city should be the same, say Chennai, from the given choices (Chennai, Bangalore, Delhi, Kolkata, Mumbai) for both the courses.

### 4.1 Exam Centre City Preferences

You may select up to four cities as your choices for taking the CAT 2015 exam. However, **the city allocated to you would be based on centre and node availability**. This information will be communicated to you on your Admit Card.

**Note: You will not be allowed to select the same city for more than one preference.**

#### Exam Centre City Preferences

**Note:** You can select any four preferred cities for the CAT 2015 examination. However, city allocation will be subject to availability.

\*Preferred City 1:

\*Preferred City 2:

\*Preferred City 3:

\*Preferred City 4:

Click on Save & Continue to proceed to the final section.



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## 5. Payment

A General / NC-OBC candidate will be charged Rs.1600 while an SC/ST /PWD (DA) candidate will be charged Rs.800 to take the CAT 2015 examination. The final amount will also include applicable additional charges as per the table below.

Service	Transaction Processing Fees
Net Banking	Rs 20 per transaction
Credit Card (Visa / Master)	1.20% of the transaction amount, subject to minimum of Rs 5
Credit Card (American Express)	2.85% of the transaction amount, subject to minimum of Rs 5
Debit Card (Visa / Master)	1. 0.75% of Transaction amount for value upto Rs 2000, subject to minimum of Rs 5  2. 1.00% of Transaction amount for value above Rs 2000, subject to minimum of Rs 5

It is mandatory to select the **I Agree** checkbox in the **Declaration** section before you click the **Submit and Pay** button and proceed to the payment gateway.

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The CAT 2015 payment partner, BillDesk, will be displayed as in the image below. On this page, you have various options to make the payment for the examination.

After successful transaction of your payment, a Payment Successful message will be displayed on the screen along with the Payment Transaction Number. You will then be redirected to the CAT 2015 website.

## 5.1 Application Confirmation Email

You will also receive a confirmation email stating the successful submission of your CAT 2015 Application within a few minutes. The email will also contain communication on additional details such as Admit Card download window.

## 5.2 Application Summary

Whenever you log in to the CAT website as an *Existing User*, you will see the *Application Summary* window with two tabs:

- **Application Summary:** Read-only view of the details you have entered.
- **Download Application Form:** Download the Application summary to save or print.

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## 5.3 Candidate Help Desk

In the event you do not receive a Confirmation email or have any query or concern, you can connect with the **Candidate Help Desk at 1800 266 0207**. Please have your User ID and/or Payment Transaction Number details at hand for reference.

You may also refer the Registration video or the FAQs to answer your queries regarding CAT 2015.