

MASTER YOUR CMAT PREP

A step-by-step guide to mastering your
CMAT Preparations.

CONTENT

Preface	03
Overview of CMAT	04
Eligibility Criteria	05
CMAT Syllabus	06
CMAT Exam Structure	08
Application Process	09
CMAT Exam Centers	11
Instructions	12
Post-Exam Processes	13
Preparation Strategies	14
Tips and Tricks	15
Conclusion	16

Preface

Welcome to this concise guidebook dedicated to the Common Management Admission Test (CMAT) in Nepal. Designed for aspiring students aiming to enter undergraduate management programs, this book provides essential insights and practical guidance to help you navigate the CMAT effectively.

Inside, you will discover comprehensive details on CMAT's purpose in assessing academic potential and eligibility for undergraduate management programs.

This guidebook aims to be your trusted companion, providing clear guidance on the application process, understanding the exam structure, and navigating post-exam procedures like result declaration and counseling sessions. Whether preparing independently or with coaching support, this book equips you with the knowledge and strategies to excel in the CMAT and secure admission to your preferred program.

Best wishes for your CMAT journey and academic pursuits!

Overview of CMAT

The Common Management Admission Test (CMAT) is conducted annually by Tribhuvan University, Faculty of Management in Nepal. CMAT is a mandatory entrance exam for various management programs under Tribhuvan University, including:

- Bachelor in Travel and Tourism Management (BTTM)
- Bachelor of Business Administration (BBA)
- Bachelor of Business Management (BBM)
- Bachelor of Hotel Management (BHM)
- Bachelor of Information Management (BIM)
- Bachelor of Mountaineering Studies (BMS)
- Bachelor of Public Administration (BPA)



Purpose of the CMAT Exam

The CMAT exam evaluates the academic potential and aptitude of students aspiring to join management courses. It assesses skills in verbal ability, quantitative techniques, logical reasoning, and general awareness, which are crucial for success in management studies.



Eligibility Criteria

1. Minimum Education

- Completed 10+2, PCL, or equivalent in any discipline.
- Students who have passed grade 11 and are waiting for grade 12 results can also apply.

2. Minimum CGPA

- A minimum CGPA of 1.8 or more.
- Second division marks or higher.

3. Minimum CGPA

- At least a D+ grade in each subject of grades 11 and 12.

Please be aware that if you do not meet any of the criteria, you will not be permitted to take the exam.

CMAT Syllabus

There are four major areas in the CMAT Syllabus. For the CMAT entrance examination, candidates must prepare for all four areas individually. The areas that are divided are listed below:

1. Verbal Ability

The Verbal Ability section tests candidates' proficiency in the English language, including:

- Vocabulary
- Synonyms & Antonyms
- Suitable Prepositions
- Idioms and Phrases
- Passage Comprehension

2. Quantitative Ability

Quantitative Ability assesses candidates' mathematical aptitude and includes topics such as:

- Probability
- Commission, Taxation, and VAT
- Ratio and Proportions
- Matrix and Determinants
- Statistics

3. Logical Reasoning

Logical Reasoning evaluates candidates' logical and analytical thinking skills through:

- Types of Relations
- Odd One-Out
- Arguments and Flow Charts
- Pure Logic
- Common Sense Logic

4. General Awareness

General Awareness tests candidates' knowledge in various domains, including:

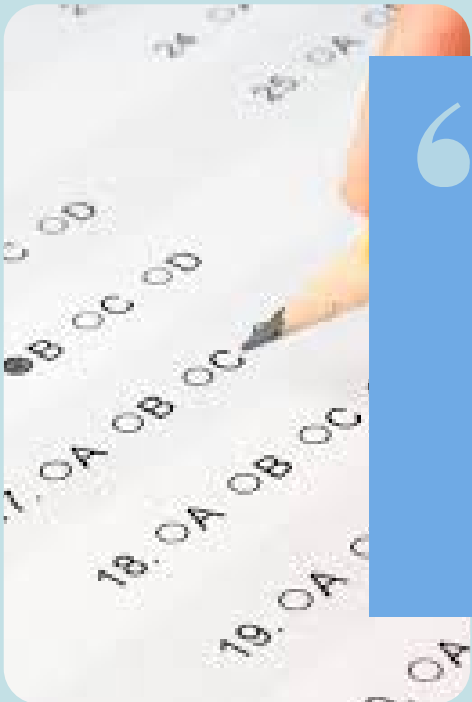
- Current Affairs
- Business & Economy
- Sports
- Politics
- Management Theories
- Science and Literature

You can attend classes or study the reference book mentioned later in this guidebook to prepare for all the given areas.

CMAT Exam Structure

The CMAT exam is a 90-minute test comprising 100 objective questions, with each section carrying an equal weightage of 25 marks. The sections are:

Section	Questions	Marks
Verbal Ability	25	25
Quantitative Ability	25	25
Logical Reasoning	25	25
General Awareness	25	25



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To qualify, candidates must secure at least 40% overall. There is no negative marking, encouraging candidates to attempt all questions.

Application Process

How to Apply for CMAT

The application process for CMAT is straightforward and can be completed online or offline:

1. Online Registration

- Visit the Faculty of Management website at www.fomecd.edu.np or www.tudoms.org.
- Fill out the CMAT application form with accurate details and upload the required documents.
- Pay the application fee of Rs. 1,000 through the online payment gateway.

2. Offline Registration

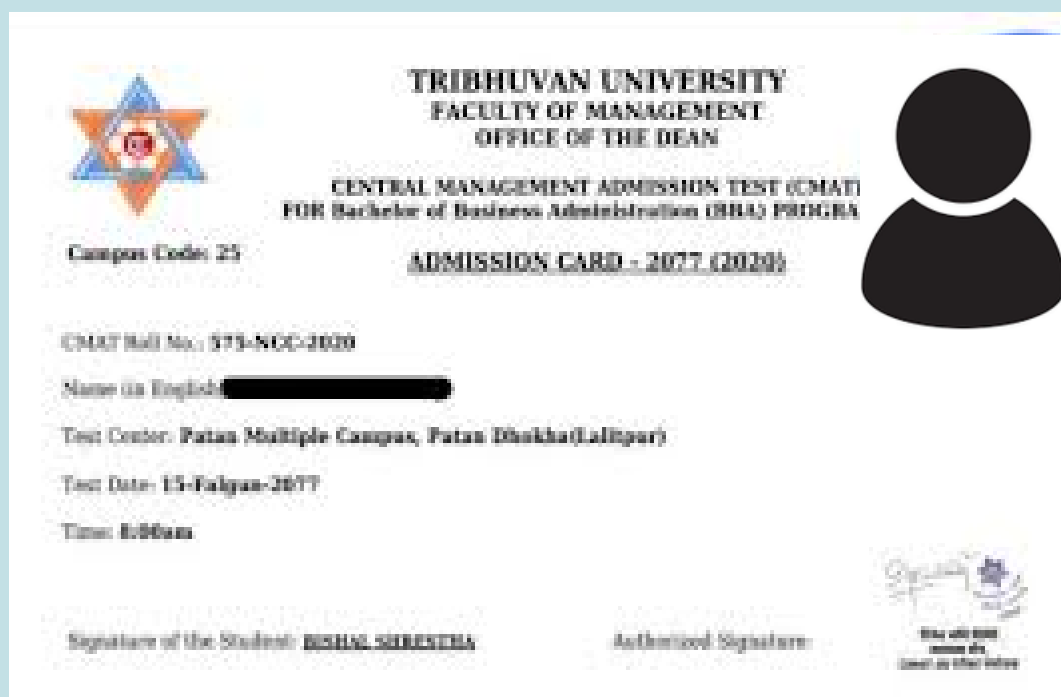
- Obtain the CMAT application form from designated campuses/colleges offering the programs.
- Submit the filled application form along with the application fee.

Admit Card

After successfully submitting the application form, candidates can download the admit card from the exam portal. The admit card contains essential details such as:

- Candidate's name and registration number
- Exam date, time, and venue details
- Reporting instructions for the exam day

Candidates must carry the admit card and a valid photo ID proof to the exam center.



The picture above is a sample of the admit card that you will need to print.

CMAT Exam Centers

CMAT exams are conducted across major cities in Nepal, including:

- Kathmandu
- Pokhara
- Birgunj
- Biratnagar
- Dharan
- Nepalgunj

Your exam center will be published by Tribhuvan University, around one week before your examination.



Exam day Guidelines

To enter the exam, candidates need their Admit Card and ID Proof. Candidates should reach the test center half an hour before time. If you are taking the CMAT exam, here are some important guidelines for exam day:

- Be on Time: Arrive at the test center at least one hour before the scheduled time.
- Carry Necessary Documents: Bring your admit card and a valid ID. Leave prohibited items at home.
- Follow Instructions: Adhere to all instructions on the question paper.
- Manage Your Time: Allocate your 90 minutes wisely to answer 100 multiple-choice questions.

Instructions

Please read the following instructions carefully before you start answering the questions. These instructions will be given before you start your exam.

Test Contents: There are 100 test items. The test covers four sections. The details of the test are as follows:

How to Answer the Questions?

Example 1: Direction: Fill in the blank with the word that best fits in with the meaning of the following sentences. Question: The Chair is to be put in the of the room. a) middle b) center c) central d) mid

Answer: Indicate your answer on the Answer Sheet by darkening the correct answer choice (b) as shown below:

(a) ○ (b) ● (c) ○ (d) ○

OTHER IMPORTANT INSTRUCTIONS

- Please detach the Answer Sheet from the Question paper.
- Write your Roll Number on the Answer Sheet.
- Do not write anything else on the Answer Sheet. If you need to do rough work use any space available on the Question paper only.
- Time yourself as you work on each section to complete the test within 90 minutes.
- Each set of questions contains Directions. Read those directions carefully before answering the questions.
- Try answering all questions. There is no negative marking for wrong answers.

Post–Exam Processes

Result and Merit List

Tribhuvan University publishes CMAT results online, indicating candidates' overall test scores and marks obtained. The merit list is prepared based on:

- 60% of marks secured in the CMAT exam
- 30% of marks secured in the 10+2 or equivalent examination
- 10% from the interview process

Counseling Process

Shortlisted candidates are invited for counseling sessions, where:

- Document verification is conducted based on merit ranks.
- Candidates can select their preferred college and specialization based on their CMAT scores and available seats.
- Waiting list candidates are allocated seats as per vacancies.
- Personalized career guidance is provided to help candidates make informed decisions.
- A detailed explanation of the admission process and timelines is given.
- Financial aid and scholarship options are discussed for eligible candidates.

Preparation Strategies

Self–Preparation

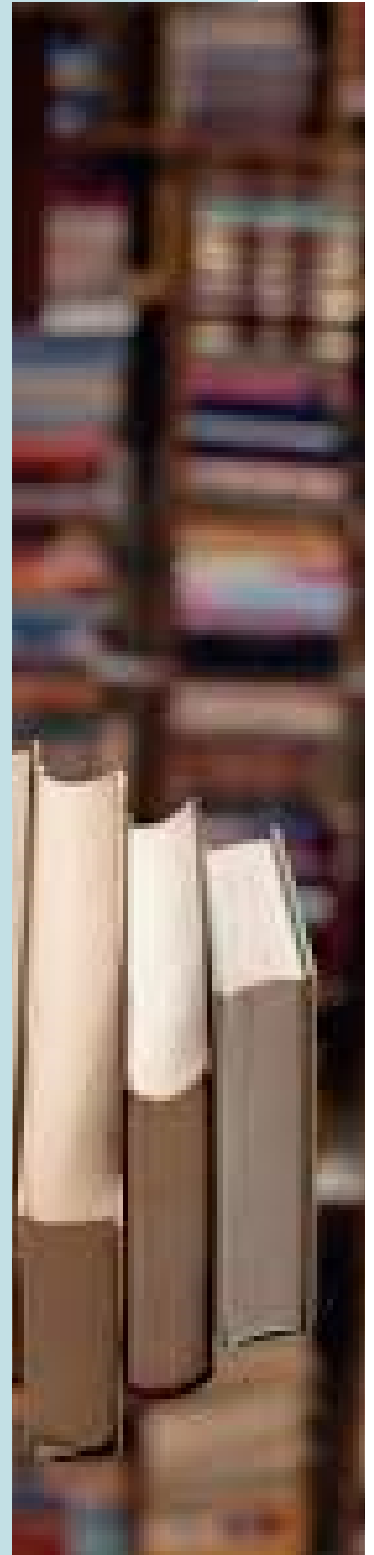
- Utilize comprehensive study materials covering the entire CMAT syllabus.
- Practice with previous years' question papers and mock tests to improve time management and accuracy.

Coaching Classes

- Join reputable coaching institutes offering structured guidance and mock tests.

Online Learning Management System (LMS)

- Access online LMS platforms for flexible learning and interactive study materials.



Tips and Tricks

General Preparation Tips

1. **Understand the Exam Pattern:**

- Sections, Time Duration, Total Questions, Marking Scheme.

2. **Create a Study Plan:**

- Divide your study time equally among all sections.
- Allocate extra time to weaker areas.

3. **Practice Mock Tests:**

- Take full-length mock tests regularly.
- Focus on time management and accuracy.

4. **Review Previous Year Papers:**

- Solve previous year's question papers to get a feel of the exam.

Additional Resources

- **Recommended Books:**

- An Authentic Preparation Book CMAT & BCA
- CMAT Entrance Manual

- **Online Resources:**

- CMAT question bank for mock test questions.
- Online/Offline preparation classes are available.

Conclusion

The Common Management Admission Test (CMAT) is a crucial gateway for aspiring management students in Nepal. By understanding its structure, syllabus, eligibility criteria, application process, and preparation strategies outlined in this guide, candidates can prepare effectively and maximize their chances of success. Approach the CMAT exam with confidence, diligence, and thorough preparation to embark on a successful academic journey in the field of management.

Thank you for using this comprehensive CMAT guide. Best of luck with your CMAT exam and future endeavors in management studies!

Thank you!

By following this guide, you'll be well on your way to acing the CMAT exam and securing admission to your desired undergraduate management program.



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