



USHA DEEP ACADEMY OF INSURANCE & FINANCE

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An Accredited Learning Centre of Insurance Institute of India ,Mumbai

SYLLABUS FOR GIPSA COMPETITIVE EXAMINATION UNDER PARA 13.2 (UNDER PROMOTION POLICY FOR SCS STAFF FOR PROMOTION TO OFFICER CADRE)

1. ABOUT THE EXAMINATION:

- Every year Insurance Institute of India conducts an all India competitive examination for screening of employees of GIPSA member companies in Assistant / Sr. Assistant cadre for promotion to officer cadre scale 1 under para 13.2 of the promotion policy for SCS staff.
- The examination is held in ONLINE Mode involving MCQ type questions.

2. PATTERN OF THE EXAMINATION:

Paper 1- Departmental Examination

- The papers contain 6 groups of departmental subjects viz. (i) Fire Insurance (ii) Marine Insurance (iii) Miscellaneous Insurance (iv) Accounts & Investment (v) Personal and Legal (Labour Laws) (vi) Data Processing / Mechanization & Management Information Systems
- The total marks for the paper will be 100. Each group will contain 40 questions of Multiple Choice type (MCQ) with 4-5 options for each question. Each question will carry 01 mark.
- The candidate will have to choose **any three groups** and accordingly the total MCQs available to him / her will be 120. Out of these 120, the candidate has to answer a maximum of 100 MCQs only. In the event of any candidate attempting more than 100 MCQs, only the first 100 MCQs in the answer sheet will be evaluated.
- The duration of the test for all cadres will be two hours.

Paper 2 – English and General Knowledge

- The paper shall consist of two parts – (i) Subjective for 25 marks and (ii) Objective for 75 marks
- The subjective part shall contain three questions – (i) Essay (10 marks) – with a choice to write on anyone of the four topics (ii) Precis (10 marks) and (iii) Letter (5marks)
- The objective part shall contain 25 MCQs on English and 50 MCQs on General Knowledge. Each MCQ carries 01 mark. Only 75 MCQs will be given in the question paper and all the 75 MCQs are required to be attempted.
- The total time allowed shall be two and half hours. The objective part has to be done in Online Mode. The subjective part has also to be typed on the computer in Online Mode.

3. COMMON RULES FOR BOTH PAPERS

- **Negative Marking:** There will be no negative marking for MCQs answered wrongly under either paper.
- **Passing Requirements:**
 - (i) For General Category candidates, a minimum of 50 marks in each of Paper 1 and Paper 2 with an aggregate of 120 for both the Papers together.
 - (ii) For SC / ST Category candidates a minimum of 40 marks in each of Paper 1 and Paper 2 with an aggregate of 100 marks for both the Papers together.
- **Group-wise / Part-wise Passing Marks:**
 - (a) In Paper 1, there shall be no individual minimum passing marks for each of the 03 groups opted
 - (b) In Paper 2, there shall be no individual minimum passing marks in each of the 02 parts

4. ROLE OF THE ACADEMY:

- Usha Deep Academy is an organisation devoted to education, training and related services in insurance & financial services. Our aim is to prepare people for professional excellence and success in the above exam. We offer guide books, eCoaching & Online Mock Tests as well as Classroom programmes for this examination.