

LIC AAO Syllabus

The LIC Assistant Administrative Officer (AAO) exam is a prestigious opportunity for candidates aiming to build a career in the insurance sector. To succeed in this competitive exam, it's important to understand the complete syllabus and prepare each section thoroughly. This guide provides a detailed breakdown of the LIC AAO Prelims, Mains, Professional Knowledge, and Descriptive Paper syllabi, helping candidates focus their preparation effectively and boost their chances of success.

LIC AAO Prelims Syllabus

The LIC AAO Preliminary exam is the first stage of the selection process and consists of four key sections: Reasoning, Quantitative Aptitude, English Language, and General Awareness. These sections test a candidate's basic aptitude, logical thinking, language skills, and awareness of current events. Each section contributes to the overall performance and must be prepared thoroughly.

Subject Names	Name of Topics
Reasoning	Puzzles, Seating Arrangements, Direction Sense, Blood Relation, Syllogism, Order and Ranking, Coding-Decoding, Machine Input-Output, Inequalities, Alpha-Numeric Symbol Series, Data Sufficiency, Logical Reasoning
Quantitative Aptitude	Data Interpretation, Inequalities (Quadratic Equations), Number Series, Approximation and Simplification, Data Sufficiency, HCF and LCM, Profit and Loss, SI & CI, Problems on Ages, Work and Time, Speed Distance and Time, Probability, Mensuration, Permutation and Combination, Average, Ratio and Proportion, Partnership, Problems on Boats and Streams, Problems on Trains, Mixtures and Alligations, Pipes and Cisterns
English Language	Reading Comprehension, Fillers, Cloze Test, Sentence Errors, Sentence Improvement, Vocabulary-Based Questions, Jumbled Paragraph, Word Usage, Phrase Connectors, Paragraph Connectors, Paragraph Restatement, Paragraph Inference, Paragraph Fillers
General Awareness	History of India, Indian Economics, Geography, Indian Constitution, Important Days, Books and Authors, Countries, Capitals, and Currencies, Awards, Honors, Science & Technology, Inventions, Financial Institutions, Organizations, Current Affairs, Indian Politics, Finance, Budget, Five-Year Plans

LIC AAO Mains Syllabus

The Mains exam features more specialized and analytical content across three main sections: Data Analysis & Interpretation, Insurance and Financial Market Awareness, and Elementary Mathematics. These areas test a candidate's data handling skills, understanding of the financial sector, and basic mathematical concepts.

Subject Names**Data Analysis & Interpretation****Insurance & Financial Market Awareness****Elementary Mathematics****Name of Topics**

Pie Charts, Bar Graphs, Data Handling, Data Derivation, Data Implementation

Latest Policies, Development, Current Banking News, Insurance and Financial Market, Business Topics, Finance Topics, History of Banking, History of Insurance, Financial Institutes, Terminologies & Derivations, Various Laws and Policies

Basic Arithmetic, Algebra, Geometry, Number Series, Mensuration

LIC AAO Professional Knowledge Syllabus (Specialized Subjects)

For candidates applying under specialized roles—such as IT, CA, Actuarial Science, or Rajbhasha—there is a separate section focusing on subject-specific knowledge. This section is a crucial scoring area and varies by specialization.

Specialization**Focus Area****IT**

Computer fundamentals, software, networking, databases, cybersecurity

CA (Chartered Accountant)

Accounting standards, auditing, taxation, financial management

Actuarial

Probability, statistics, financial mathematics, actuarial modeling

Rajbhasha (Hindi)

Hindi grammar, translation, official language use, literature

LIC AAO Descriptive Paper Syllabus (Essay & Letter Writing)

This section is designed to evaluate a candidate's written communication skills. It includes two tasks—Essay Writing and Letter Writing—where candidates may choose between formal and informal formats. Essay topics are typically centered around financial or insurance-related themes, as well as current affairs.

Structure of Descriptive Paper:**Section****Task Type****Expected Content****Essay Writing**

One essay

Topics related to insurance, finance, or current events

Letter Writing

Formal or Informal

Letters to officials, firms, or personal correspondence

Examples from LIC AAO 2019 Descriptive Paper:**Essay Topics****Letter Writing Topics**

Travel Insurance – Benefits

Informal letter to a younger friend about retirement pension

Financial Security and Its

Formal letter to an insurance firm requesting

Essay Topics

Elements

Insurance vs. Mutual Funds –

What do you prefer?

Letter Writing Topics

address change

Formal letter to your boss explaining the benefits of group insurance