

NOTICE – EXAMINATION


Procedure for Scrutiny & Re-Evaluation of End Semester Examination Answer Sheets

Scrutiny:

1. Any student, who wants to get his/her End Semester Examination Answer Sheets scrutinized, should apply on prescribed format **(attached as Appendix A) till April 20, 2021.**
2. The students who are applying for scrutiny are required to deposit **Rs. 1,000/-** (Rupees One Thousand Only) per subject in the Accounts Office and desired to submit the duly filled form along with fee receipt in the Examination Cell.
2. The process of scrutiny will be limited to checking of totaling & unchecked answers. The students will be informed of the result of the scrutiny on a specified date & time. However, re-evaluation of answer sheets will not be done during scrutiny.

Re-Evaluation:

1. In case, if any student seeking for re-evaluation, he/she will be permitted if he/she specifically asks for it on a prescribed format **(attached as Appendix B)** along with a fee of **Rs. 5,000/-** (Rupees Five Thousand Only) per subject.
2. **The Re-evaluation form should be filled within a week after the declaration of scrutiny result.** The Re-Evaluation form will be filled only through the recommendation of the HOD/Dean/Director/Principal, and with the approval of the Vice Chancellor.
3. Without opting the process of Scrutiny, student is not permitted to apply for process of **'Re-evaluation'**. In case, if the marks variation after re-evaluation is more than 10% of the marks, the higher marks will be considered.


31/03/2021

Dr. Akanksha Nigam
Controller of Examinations

Distribution:

1. List 'B' to 'D' All
2. Website



APPLICATION FOR SCRUTINY

1	University Roll No.	
2	Name of Student	
3	Father's Name	
4	Course/Branch	
5	Semester	

6 Name of Subject with Code

<u>S. No.</u>	<u>Subject Code</u>	<u>Subject Name</u>	<u>Marks Obtained</u>
(a)			
(b)			
(c)			
(d)			
(e)			
(f)			

7	Total Subject (s)	
8	Fee Amount (in Rs.)	

I, have understood the procedure of scrutiny which involves only checking of totaling and unchecked answers. I will also abide by the result after scrutiny.

Date :.....

Signature of Student

APPLICATION FOR RE-EVALUATION

1	University Roll No.	
2	Name of Student	
3	Father's Name	
4	Course/Branch	
5	Semester	

6 Name of Subject with Code

<u>S. No.</u>	<u>Subject Code</u>	<u>Subject Name</u>	<u>Marks Obtained</u>	<u>Marks Obtained after scrutiny</u>
(a)				
(b)				
(c)				
(d)				
(e)				
(f)				

7	Total Subject (s)	
8	Fee Amount (in Rs.)	

I, have understood the procedure of re-evaluation which involves the following:

If change is more than 10% of marks obtained, those marks will be considered whichever is greater.

Date :.....

Signature of Student