

NOTICE – EXAMINATION

Timelines and Procedure for Scrutiny & Re-evaluation (Session 2023-24_Even Semester)

Scrutiny: Any student can apply for re-totaling of marks as per process laid down for Scrutiny:

1. Scrutiny is applicable for only Theory Examination. Any Student who has appeared in any End Semester Theory Examination or Annual Examination may apply on the prescribed format **(attached as Appendix A) till June 20, 2024** for scrutiny of his/her marks i.e. for checking whether marks have been allotted for any answers or there is mistake in totaling.
2. The students who are applying for scrutiny are required to deposit **Rs. 1,000/-** (Rupees One Thousand Only) per course 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: There is a provision for re-evaluation only after Scrutiny:

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 course.
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.

IMP: Without following the process of Scrutiny, student is not permitted to apply for the 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.

Akanksha Nigam
15/06/2024

Dr. Akanksha Nigam
Controller of Examination

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SHRI RAMSWAROOP MEMORIAL UNIVERSITY

SRMU/Exam Cell/Format 14

APPLICATION FOR SCRUTINY

1	University Roll No.	
2	Name of Student	
3	Father's Name	
4	Programme/Branch/Semester	
5	Phone No. & Email Id	

6 Name of Course with Code

S. No.	Course Code	Course Name	Marks Obtained
(a)			
(b)			
(c)			
(d)			
(e)			
(f)			

7	Total Course (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



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APPLICATION FOR REVALUATION

1	University Roll No.	
2	Name of Student	
3	Father's Name	
4	Programme/Branch/Semester	
5	Phone No. & Email Id	

6 Name of Course with Code

S. No.	Course Code	Course Name	Marks Obtained	Marks Obtained after scrutiny
(a)				
(b)				
(c)				
(d)				
(e)				
(f)				

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

I, have understood the procedure of revaluation which involves the following:

If change is more than 10% of marks obtained, those marks will be considered whichever is greater. If change is less than 10% the original marks will remain same.

Date :

Signature of Student