

Sr. No.....

### APPLICATION FORM FOR RE-CHECKING

To be filled in by the candidate in his/her own handwriting and reach the University office along with a **photocopy of Result Intimation Card** and prescribed fee within TWENTY (20) days after the declaration of result.

- Name (in block letters): \_\_\_\_\_
- Father's Name ( in block letters): \_\_\_\_\_
- Examination: \_\_\_\_\_ (Annual/Supplementary) 20\_\_\_\_ Examination
- Roll No. \_\_\_\_\_ Registration No. \_\_\_\_\_
- Date of Result: \_\_\_\_\_
- Subjects(s)/Paper(s) for which checking is applied for: \_\_\_\_\_

- Name of the Institution/District from which appeared: \_\_\_\_\_
- Bank Challan Number: \_\_\_\_\_ Date under which fee was paid: \_\_\_\_\_  
Amount: \_\_\_\_\_.

Signature: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Contact: \_\_\_\_\_

Remarks of the Principal  
(In case of Regular)

or

Govt. Gazetted Officer  
(In case of Private)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated: \_\_\_\_\_

Signature & Seal of the Principal/Gazetted Officer

## **RE-CHECKING RULES:**

- i.** After declaration of results, a candidate may apply to the Controller of Examinations for Rechecking of his/her result if, he/she is not satisfied with it.
- ii.** The candidate shall apply on the prescribed application form duly recommended by the concerned Principal/Dean of the College or a Govt. Gazetted Officer in case of private candidates along with prescribed fee and a copy of the Result Intimation Card.
- iii.** The prescribed fee for rechecking shall be notified separately by the University. The fee for rechecking shall be non-refundable (**Rs. 500/-**) per paper and form fee is (**Rs. 30/-**)
- iv.** Applications for rechecking shall be received in the office of the Controller of Examinations not later than TWENTY days after the date of declaration of result of the concerned examination.
- v.** The candidate shall be allowed to see his/her Answer Book/s to the extent that he/she owns his/her handwriting. Provided, a written request to the Vice Chancellor is received in that regard.
- vi.** The Answer Book/s of a candidate shall not be re-assessed under any circumstances after the declaration of the result.
- vii.** Whereas rechecking will not mean reassessment or re-evaluation of an Answer Book, the Controller of Examinations or any officer authorized by him or the Rechecking Committee approved by the Vice Chancellor shall ensure satisfy that the result of the candidate has been correctly compiled and declared, that is:
  - a.** No answer in the Answer Book or part thereof has been left unmarked.
  - b.** The Assessor/Examiner has correctly posted and transferred the total of each question from the Answer Book to the award list.
  - c.** No error is detected in the grand total of marks.
  - d.** All entries in the Answer Book and Practical awards have been correctly transferred to the result sheet and subsequently to the Result Intimation Card.
  - e.** The Answer Book or any part thereof has not been changed or detached.
  - f.** The Answer Book actually belongs to the candidate.
- viii.** The benefit of grant of average marks shall not be given to the candidate in case of rechecking if his/her Answer Book/s is/are not traceable at the time of rechecking. In such cases, verification from original award list shall be deemed to be final.
- ix.** The Officer/Rechecking Committee appointed by the Vice chancellor in the event of detection of any omission or mistake in the Answer Book/s or in the compilation of the result of the candidate (as defined in **vii** above shall report the case to the Controller of Examinations. After careful confirmation of the omission/mistake the Controller of Examinations shall take necessary steps with the approval of the Vice Chancellor to rectify it and, after such rectification, shall issue a revised Result Notification/Result Intimation Card.

**Price: Rs. 30/-**