



University Receipt No. \_\_\_\_\_ and Date \_\_\_\_\_

Note: Money Orders/ Demand drafts/Postal Orders are not acceptable.

Date:     /     /20

\_\_\_\_\_  
Signature of applicant

I have verified above facts and found correct.

\_\_\_\_\_  
Signature of the Assistant Registrar (Examination)

(\* Please refer to reverse side of this page for Rules regarding Re-checking/Re-assessment)

### **Rules for Re-Assessment/Re- Checking:**

1. No application for re-checking/re-assessment of marks/grades obtained at the Internal Test/Practicals, Mid-term, Viva-Voce, Thesis, Dissertation, project, etc. shall be entertained by the University.
2. The application form for Re-checking/Re-assessment will be available from the Examination Section. The student have to pay the fee of Rs. 150/- per Paper for Re-checking and Rs. 1000/- per Paper for Re-assessment on or before Ten (10) working days from the date of declaration of statement of marks of the concerned Examination. The completed form and paid fee receipt must be submitted to the Examination Section of the University Office in stipulated time.
3. Re-checking is permitted in all semesters of all courses for all the subjects. In Re-Checking, Answer books are checked just to ensure that all the questions attempted by the candidate have been valued, the marks awarded have been totally corrected and the total marks have been correctly carried over to the result statement.
4. The application for reassessment will be accepted for all subjects per semester of the concerned Examination.
5. The application received after the due date or not accompanied with fee receipt, the Original Statement of Marks and other details required in the prescribed application form shall not be entertained and no correspondence in that respect will be entertained by the University.
6.
  - a) If as a result of Re-assessment, the difference between the original assessment and re-assessment is 10% of the original obtained marks in paper, no modification in the original marks shall be made.
  - b) In case of Grades if after Re-assessment the Grades obtained are the same as originally obtained by the candidate, there will be no change in the Grade.
  - c) If a result of reassessment the difference between the Original assessment and the reassessment by the examiners appointed exceeds 10% of the obtained original marks of the paper, the answer-books of the concerned subject will be sent to another examiner who will act as moderator for reassessment.
  - d) If on Re-assessment, there is a change in the Grade, the final grade obtained after Re-assessment will be finalized.

7. Once Application for Re-assessment /Re-Checking have been made by the applicant, no fees will be refunded to the student.
8. The candidates applying for reassessment shall give an undertaking in writing to the effect that the result of reassessment of his/her answerbook/s shall be binding on him/her and that he/she shall accept the revised marks and the result either negative or positive or remained unchanged.