



Procedure for Re-checking and Re-evaluation of answer books

- I. Re-checking and re-evaluation is only allowed for theory/ written exams and shall not be allowed for the marks scored in practical's/ team work/sessional work /internships /trainings / project work /dissertation /viva-voce/oral examinations. Rechecking and re-evaluation shall not be applicable on the internal examinations conducted by the Institute/University.
- II. Student failing in Semester End written examinations can apply for rechecking of marks or re-evaluation of his/her answer book.
- III. Students have to submit the application to the University Examination Department, within 8 (eight) working days from the date of declaration of the results for the respective semester after paying the requisite fees prescribed by the University.
- IV. Late submission of the application form or failure to submit the fees shall lead to non-acceptance of the application.
- V. If the result is adverse after the re-evaluation the student shall abide by the same. The result will be considered to be changed only if the marks obtained after re-evaluation has a difference of 10% or more of the maximum marks that can be obtained. If the margin is less than 10% the result will not be changed.
- VI. If the change in result is more than 15% of maximum marks, then the answer sheet will be evaluated by a second examiner (External Examiner) appointed by the Vice Chancellor. Average of two nearing marks will be considered as final marks.
- VII. If there is a change in result after re-evaluation as per the provisions mentioned above, subsequent changes will be incorporated in the overall results as per the examination policy of the University.

Controller of Examinations

