



UNIVERSITY OF JAMMU

S. No.....

("A+" GRADE UNIVERSITY - ACCREDITED BY NAAC)

APPLICATION FORM FOR RE-EVALUATION OF ANSWER BOOKS OF M.A./M.Sc./M.COM/LL.B/PGDBM/OCMIL/MLED EXAMINATION

NOTE :- BEFORE FILLING THIS FORM PLEASE GO THROUGH THE SALIENT FEATURES OF THE STATUTES GOVERNING RE-EVALUATION VERY CAREFULLY, WHICH ARE REPRODUCED OVERLEAF

- Name of the applicant.....Son/Daughter of.....
(in Block Letters)
- Roll No.....(Annual/Bi-annual Session.....) Registration No.....
- Address for Correspondence.....
.....Tel. No./Mobile No.....
- Name of the Examination.....
- Result (Fail/Re-appear/Pass).....
- Particulars Subject/s Paper/s option in which Re-evaluation of answer book/s is desired (fill it carefully) giving name/s of paper/s option/s.

| Subjects | Marks Obtained in Theory | SPACE FOR FEE (Paste Copy) |
|-----------|--------------------------|-------------------------------|
| I..... | | |
| II..... | | |
| III..... | | |
| IV..... | | |
| V..... | | |
| VI..... | | |
| VII..... | | |
| VIII..... | | |

- Reason in brief for seeking re-evaluation.....
- Specimen of the handwriting in the same form used while writing answer in the answer book/s.
.....
- Detail of fee deposited : Amount Rs.....deposited vide University Receipt/Postal Order/Bank Draft No.....Dated.....

DECLARATION

I.....Son/Daughter of.....
hereby declare that I have read the Statutes governing Re-evaluation of answer books and salient feature shown overleaf very carefully and undertake to abide by the same. I apply for re-evaluation with undertaking that my original marks are being surrendered and the re-evaluation marks, whether favourable/unfavourable, shall be accepted by me.

Dated.....

Signature of the Candidate

CERTIFICATE

Certified that the candidate has affixed his/her signatures in my presence.

Date :

(Signature of the Principal/Head of the Department/
Gazetted Officer with the Official Stamp)

NOTE : (i) Candidate should attach following documents with the Re-evaluation form :-

- PHOTOCOPY OF CONCERNED MARKS CERTIFICATE.
- ONE SELF ADDRESSED ENVELOPE DULY STAMPED OF PROPER VALUE.
- Candidate should write Roll No. on the top of the envelope.

(ii) Incomplete form will not be accepted.

S. No.....

To be filled in by the Candidate

Name of the Candidate.....S/o/D/o.....

Class.....Roll No.....Session.....

Date.....

Signature of the Receiving Clerk

SALIENT FEATURES OF THE STATUTES GOVERNING RE-EVALUATION

1. The fee for Re-evaluation shall be **Rs. 670/-** (or as notified from time to time) per answer script for a count of **10 days** from the date of declaration of main result (excluding the day of declaration of main result). The form shall also be accepted with a late fee of **Rs. 370/-** (or as notified from time to time) per answer script for another count of **3 days**. Late fee of **Rs. 770/-** will be charged for late entertainment of application form for re-evaluation for another count of **2 days** after the expiry of count of **3 days** with late fee. Thereafter no application form shall be accepted. Fee once paid shall not be refunded except as per **7 below**.
2. The candidate whose result is kept withheld on account of Disputed Eligibility, shall be eligible to submit the prescribed application form within the statutory period only. Therefore, such candidates should get the formalities completed for settling Disputed Eligibility immediately so as to avail of the opportunity for re-evaluation.
3. The candidates, whose result is declared late under 'Later-on' category, shall be required to deposit their re-evaluation form, if they so desire, within **10 days** of the date of declaration of the concerned result, University office at Jammu, if due date has expired.
4. All candidates shall have to deposit the re-evaluation form complete in all respects within the statutory period along with the fee and requisite documents in the University of Jammu.

In case any candidate does not get the marks certificate within seven days from the date of declaration of the result he/she should contact the Examination Section of the University of Jammu. No application form shall be entertained after the prescribed date on the plea of non-receipt of result/marks certificate.

5.
 - i. Re-evaluation will be done by an independent examiner. The score obtained by the student in re-evaluation shall be final.
 - ii. The score obtained earlier in the main examination by the candidate shall be considered as surrendered.
 - iii. The candidate has to accept the Re-evaluation result as final and irrevocable whether **FAVOURABLE** or **UNFAVOURABLE** and no further re-evaluation shall be allowed.
 6. Candidates having failed or placed under re-appear category who intend to apply for re-evaluation are advised in their own interest, to submit also permission-cum-admission form for subsequent examination simultaneously so as to obviate the risk of losing a chance of examination, pending declaration of re-evaluation result, which can be unfavourable also.
 7. If University is unable to get the answer book/s of any candidate re-evaluated due to the loss of the same in transit or otherwise, the candidate shall be entitled only to following relief :-
 - (a) Refund of full fee paid by him/her for re-evaluation of the concerned answer script/s.
- OR
- (b) Re-examination in the concerned paper/s without payment of fee at the time of subsequent examination provided a written request is made by the candidate for the said purpose.

ACCEPTED

Signature of the applicant