



APPLICATION FOR RE-EVALUATION

Roll No.:	Name of the Candidate (in CAPITAL LETTERS):
Faculty/Department:	Programme:
Session/Batch:	Semester:

I request for Re-evaluation of following paper(s):

Serial No.	Semester	Course Name	Course Code	Grade and Marks before Re-evaluation
1.				
2.				
3.				
4.				
5.				

Declaration:

I solemnly declare that the particulars filled by me are true to the best of my knowledge and belief. I undertake that if I fail/secure less mark in the re-evaluation of paper(s), the marks obtained by me after re-evaluation shall stand final.

Payment Details (Please attach Fee Receipt):

Mode of Payment (Please tick the option): DD ☐ NEFT/Online Transfer ☐ Cash ☐

DD/NEFT Reference No. /Cash Receipt No. Date Amount (in Rs.)

Signature of the Candidate:

Date:

For use of COE office only:

Date:

Office of the Controller of Examinations

NOTE:

1. Re-evaluation fee Rs. 1000/- per course (paper).
2. The above form will be accepted in the Office of the Controller of Examinations.
3. Fees should be made at Accounts Department only and the Original Receipt should be enclosed along with the Request Form.
4. The Re-evaluation is applicable only for theory courses (papers).
5. Student can apply for the Re-evaluation in maximum 25% of total theory courses (papers), he/she appeared in the examination {For example, student appeared in total 5 theory courses (papers), he/she can apply for Re-evaluation in max. 2 papers}.
6. If on account of Re-evaluation the marks/grades obtained by a student decreases, the final marks/grades shall be considered as per Re-evaluation rules, available with Controller of Examinations.