

# UNIVERSITY OF JAMMU

ISO Certified 9001 :9002

Application form for Re-Evaluation of Answer Books of M.A/M.Sc/M.Com./LL.B/DBM/OCMIL/M.Ed. Examination

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

1. Name of the applicant ..... Son/Daughter of .....
2. Roll No. .... (Annul/Bi-annual Session ..... ) Registration No. ....
3. Address for Correspondence ..... Telephone No. (if any) .....
4. Name of the examination .....
5. Result (Fail/Re-appears/Pass) .....
6. 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.

Title & Course No.	Marks obtained	Title & course No.	Marks obtained
I .....	.....	VI .....	.....
II .....	.....	VII .....	.....
III .....	.....	VIII .....	.....
IV .....	.....	IX .....	.....
V .....	.....	X .....	.....

7. Reason in brief for seeking re-evaluation .....
8. Specimen of the handwriting in the same form used while writing answer in the answer book/s, .....
9. Detail of fee deposited : Amount of 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 book and salient features shown overleaf very carefully and undertake to abide by the same.

Dated ..... Signature of the applicant

## CERTIFICATE

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

Date : ..... (Signature of the Principal/Head of the Department with the Official Stamp)

## NOTE :

- (i) Candidate should attach following documents with the re-evaluation form.
  1. PHOTOCOPY OF CONCERNED MARKS CERTIFICATE
  2. ONE SELF ADDRESSED ENVELOPE DULY STAMPED OF PROPER VALUE.
- (ii) Incomplete form will not be accepted.

## **SALIENT FEATURES OF THE STATUTES GOVERNING RE-EVALUATION**

1. The fee for Re-evaluation shall be Rs. 310/- (or as notified from time to time) per answer script for a count of 15 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. 175/- (or as notified from time to time) per answer script for another count of 5 days. Thereafter no application form shall be accepted. Fee once paid shall not be refunded except as per 7 below :
2. The candidates whose result is kept with held 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 setting 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 candidate shall have to deposit the re-evaluation form complete in all respects within the statutory period alongwith 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 the two independent examiners. The final result after re-evaluation shall be the average of the two highest scores out of the three awards including the original award.  
ii. 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 the 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 the University is unable to get the answer books of any candidates re-evaluated due to the loss of 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**

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.