

UNIVERSITY OF KERALA

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APPLICATION FOR REVALUATION OF ANSWER BOOKS OF THE VARIOUS UNIVERSITY
EXAMINATIONS MARCH /SEPTEMBER 200- []

To be sent by registered post

<u>Details of fee remittance</u>
Amount Rs.-----
Name of the Bank in the case of D.D (Specify Branch)-----
University Cash Counter
Pay-in slip/ D.D No-----
Date of payment-----

Name of the Candidate					
Sex					
Name of Examination, month and year/semester					
Register Number					
College/center at which he/she took the examination					
Subject(s) and paper(s) for which revaluation is required (Part/Branch/Group/Main/Subsidiary etc. if any should also be specifically stated in addition to the title of paper(s). Use separate sheet, if necessary.					
Sl. No	Part/ Branch	Title of the paper(s)	Marks secured	Maximum marks	For Office use only
Whether the candidate has applied for scrutiny of marks in any of the answer books applied for revaluation. If so, give details					
Address to which result of revaluation is to be communicated. (in block letters)					

DECLARATION OF THE CANDIDATE

I have gone through the instructions to the candidates printed overleaf

Place:

Signature of the candidate

Date:

P.T.O,

INSTRUCTIONS TO CANDIDATES WHO WISH TO APPLY FOR
REVALUATION OF THEIR ANSWER BOOKS

1. Candidates for all examinations conducted by this University except post-graduate examinations, are eligible to apply for revaluation of their answer books in theory papers. (There is no provision for revaluation in respect of answer books in Practical examinations)
2. Every application should be submitted by the candidate in the prescribed form along with the prescribed fee mentioned under clause (3) below, so as to be received by the Controller of Examinations, University of Kerala, Thiruvananthapuram-695034 within 15 days from the date of publication of result or within 10 days from the date of receipt of mark list at the center of Examination, unless otherwise specified by the University. Candidates are advised to send their applications by Registered Post addressed to 'The Controller of Examinations, University of Kerala, Thiruvananthapuram-34' with the superscription on the envelope 'Application for revaluation/B.A/B.Sc./Pre-Degree etc'.
3. (a) The fee for revaluation is Rs.125/-(Rupees one hundred and twenty five only) per answer book. For this purpose, if different sections of a question paper are answered in different answer books, all the answer books together will be treated as a single unit.

(b) The fee should be remitted either in cash at the University Cash Counter or by D.D drawn on S.B.I., S.B.T. or District Co-operative Banks in favour of the Finance Officer University of Kerala, payable at Thiruvananthapuram. Money Orders, Cheques, Postal Orders, Treasury Chalan etc., will not be accepted. The name of the candidate and purpose of remittance should invariably be noted on the reverse side of the D.D. by the candidate himself.

Candidates residing outside the state may send D.D. s drawn on any Nationalised Bank payable at Thiruvananthapuram.

4. *Applications which are late and not in the prescribed form and which are found defective in any respect will not be entertained and will be summarily rejected without notice.*
5. The result of revaluation will be communicated to the candidates concerned individually in the address furnished in their applications, as soon as the results are ready for issue. No interim enquiries of any kind will be entertained in this regard.
6. *It may be noted that the University can never set in any case a time limit for the issue of the result of revaluation. The University will also, therefore, not be liable for loss of any kind sustained by candidates concerned on account of the delay, if any, in issuing the results of revaluation.*
7. *Application for revaluation should be accompanied with self addressed envelope with sufficient stamp for sending the result by registered post. Change in address if any, should also be intimated immediately.*