



# C. Abdul Hakeem College (Autonomous),

Hakeem Nagar, Melvisharam – 632 509, Vellore District.

## Office of the Controller of Examinations

RE Application No:

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(For Office Use)

### Application for Re-valuation PG / UG – April - 2020

The last date for submitting Re-valuation application: **14.10.2020**

1	Name of the Candidate		
2	Register Number		
3	Name of the Degree & Year		
4	Paper Code for which Re-valuation required	Paper Code	Title of the paper
		1.	1.
		2.	2.
5	Marks obtained in the Semester Examinations		
6	Address		
7	Mobile Number		
8	Fee Details: Amount ₹ ..... Rupees .....		

Signature of the Candidate

Signature of the H.O.D

Signature of the Principal with seal

Instructions overleaf

## Instructions to the candidates for applying Re-valuation of Answer Scripts (PG / UG)

### Eligibility:

- i. Candidates who have failed in **two papers only** are eligible for Re-valuation.
- ii. If the candidate has passed in all the papers are eligible for any **two papers only**.

### Fees:

S. No	Course	Amount payable
1	PG Degree	₹ 675/- per paper
1	UG Degree	₹ 375/- per paper

### Last Date:

- i. The last date for submitting PG / UG Re-valuation application: **14.10.2020**
- ii. **Applications received after the due date, even the fees have paid in stipulated time, will be rejected summarily.**

### Other important instructions:

- i. Request for Re-valuation should be made in this prescribed form only. No other formats shall be accepted.
- ii. The application should be duly filled in by the candidate only, and the same should bear the signatures of the concern Head of the Department and the principal.
- iii. Applications without signature and seal of the principal will be rejected summarily.
- iv. Incomplete / defected applications without necessary fees shall be rejected.
- v. There is no provision for Re-valuation of practical examination papers.
- vi. Re-valuation applications should be addressed through the concern **Head of the Department.**
- vii. Re-valuation result will be sent only to the Principal of the college.
- viii. The candidate may apply to register for the subject, in which Re-valuation is sought, in the next examinations within the stipulated time without waiting for the results of the revaluation.