



C. Abdul Hakeem College (Autonomous),

Hakeem Nagar, Melvisharam – 632 509, Ranipet District.

Office of the Controller of Examinations

RE Application No:

(For Office Use)

Application for Re-valuation PG / UG – November - 2023

The last date for submitting Re-valuation application is on or before: **06.06.2023**

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	S.No.	Subject Code	Internal Marks	External Marks	Total Marks
		1.				
		2.				
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, then also eligible for any **two papers only**.

Fees:

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

Last Date:

- i. The last date for submitting PG / UG Re-valuation application is on or before **06.06.2023**
- ii. **Applications received after the due date, even the fees have been 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 / defective 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.