

COTTON COLLEGE STATE UNIVERSITY
Panbazar, College Hostel Road, Guwahati 781 001

APPLICATION FOR RE-EVALUATION OF END-SEMESTER PAPERS

Note: Please carefully read the Rules & Regulations, given overleaf, relating to re-evaluation of answer scripts.

Applicant's Details			
Applicant's Name		Enrolment No:	
Applicant's Specimen Handwriting: (Please write fifteen different words)			
.....			
.....			
General Particulars of the Examination			
Exam Name	B.A./ B.Sc. /B.C.A./M.A./ M.Sc./ M.C.A./ Dip/ PG Dip/ Cert/.....[Use tick 'v' which is applicable]	Year	20....
		Semester	I/ II/ III/ IV/ V/ VI [Use tick 'v' which is applicable]

Re-Evaluation Details							
Sl. No. (1)	Core Sub (2)	Elect Sub (3)	Paper Code (4)	Paper Name (5)	Exam Grade (6)	Re-Eval Grade (7)	Signature of evaluator (8)

- Candidates should fill up columns 1 to 6 giving details of the papers for which re-evaluation is sought; columns 7 and 8 will be filled up by the office of the Controller of Examinations.

Fees Payment Details:

Receipt/Challan No : Dated Amount Rs.

(Amount in words: Rupees.....) only.

DECLARATION	VERIFICATION
<p>I,,</p> <p>daughter/ son of,</p> <p>hereby declare that I have carefully gone through the Rules & Regulations given overleaf, and I undertake to abide by them. The results of re-evaluation shall be binding on me.</p> <p>Date:</p> <p>Place:</p> <p align="right">Full signature of Applicant</p>	<p>Certified that:</p> <ol style="list-style-type: none"> The application of the candidate has been verified and is in accordance with the Rules & Regulations for re-evaluation. The original grade sheet of the candidate is enclosed. <p>Date:</p> <p align="right">Signature & Seal of</p> <p>Place: Guwahati/HOI/ HOD</p>

See Overleaf also

RE-EVALUATION RULES & REGULATIONS, CCSU, GUWAHATI

1. A student has the option of appealing to the Controller of Examinations for re-evaluation of his/her answer script on payment of a prescribed fee. This application must also be made by the student within 15 days of the declaration of the results.
2. The University will appoint an examiner for re-evaluation and will only consider and recognize evaluation done by a University appointed examiner.
3. There will be no re-evaluation of practical examinations. However, candidates who either fail in the practical examination or wish to appear again may do so next year.
4. Application for re-evaluation may be made in the prescribed form accompanied by a fee of Rs 600 per paper to be paid by a ICICI bank Challan which can downloaded from the website.
5. After screening the application for re-evaluation, the Controller of Examinations may send the answer script(s) of the candidate to examiners appointed by the Controller of Examinations and approved by the Vice-Chancellor. The grades given after re-evaluation will be final and binding.
6. The University authority shall endeavor to declare the results of re-evaluation as early as possible.
7. Result of re-evaluation paper(s) and other relevant documents shall be sent to the HOD/HOI of the College/University through whom the form was forwarded. Grade-sheet shall not be issued to student(s) directly from the University Office.
8. A candidate shall be eligible for re-evaluation in a maximum of two end-semester papers in a particular semester of an examination.
9. A Xerox copy of the answer script can also be obtained by applying for it through the HoD/ Hol and payment of a fee of Rs. 150/- per paper.

Sd/-

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Guwahati 781 001
controller@ccsu.ac.in