

Rs. 300

Maharshi Dayanand University , Rohtak

Sr. No.....

ORIGINAL COPY

Case No. (To be left blank.) .....

APPLICATION FORM OF RE-EVALUATION OF ANSWER BOOK(S)
(SEE INSTRUCTIONS ENCLOSED)

- 1. Pass candidate(s) must attach original Detail Marks Card, Application Form without Detail Marks Card will stand rejected automatically.
2. Incomplete/wrong information in the application form will stand rejected automatically.
3. Candidate(s) are required to fill the original as well as second copy of the form and submit both copies in the Re-evaluation Branch.

- 1. Name of the Applicant ..... 2. Father's Name .....
3. Name of Examination ..... 4. Class .....
5. Roll No..... 6. Year/Session .....
7. Fail or Pass or Reappear ..... Marks obtained/division.....

Table with 3 columns: Subject, Paper/option, Marks obtained. Rows 1-5 for subject and paper details.

9. Amount over & above Rs. 300/-, if required to be paid.
No./Date & Value of the Bank Draft .....
(Bank Draft should be drawn in favour of the Finance Officer, M.D.University, Rohtak).

OR

ii) University Receipt No. .... Date ..... Amount .....

- 10. Specimen of handwriting of applicant in the language in which the Answer-book(s) has/have been written
11. Address (in Capital letters) .....

Signature of the Applicant

Dated .....

FOR OFFICE USE ONLY (To be filled by the Re-evaluation Branch)

Table with 7 columns: Subject/Paper, Max. Marks, Original evaluator, Ist Re-evaluator, 2nd Re-evaluator, Total Marks, Average Marks. Rows 1-8.

Clerk Asstt. Supdt. DR./AR(REV.)

Address for Correspondence (to be filled by the Candidate)
1. Name : .....
2. Address .....
3. Phone No. ....

Address for Correspondence (to be filled by the Candidate)
1. Name : .....
2. Address .....
3. Phone No. ....

(FOR USE IN RE-EVALUATION BRANCH)

ELIGIBLE .....  
Checked

Full fee deposited by the candidate and form received in time along with Detailed Marks Card

Yes	No
Yes	No

Not eligible

Dealing clerk      Assistant      Supdt.

Reasons .....

Dealing Clerk

Assistant

Supdt.

Dy./Asstt. Registrar (REV.)

**FOR OFFICE USE ONLY**  
**(To be filled by the Result Branch)**

- Original Roll No. ....
- Marks obtained in the paper(s) for which Answer books are to be re-evaluated :-

Subject/ Paper	Marks Obtained	Code No.	Id. No. of Examiner

Clerk

Asstt.

Supdt. (Result)

**(TO BE FILLED IN BY THE RESULT BRANCH)**

Report of the Result Branch in accordance with the rules.

Re-evaluation : Total Max. Marks	Total Marks obtd.	Division	Result
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- Result before re-evaluation :
- Result after re-evaluation :
- Remarks, if any

Clerk

Asstt.

Supdt.

A.R./D.R. (Result)

# Maharshi Dayanand University , Rohtak

Sr. No.....

SECOND COPY

Case No. (To be left blank.) .....

## APPLICATION FORM OF RE-EVALUATION OF ANSWER BOOK(S) (SEE INSTRUCTIONS ENCLOSED)

1. Pass candidate(s) must attach original Detail Marks Card, Application Form without Detail Marks Card will stand rejected automatically.
2. Incomplete/wrong information in the application form will stand rejected automatically.
3. Candidate(s) are required to fill the original as well as second copy of the form and submit both copies in the Re-evaluation Branch.

- |  |                              |
|--|------------------------------|
| 1. Name of the Applicant .....                               | 2. Father's Name .....       |
| 3. Name of Examination .....                                 | 4. Class .....               |
| 5. Roll No.....  | 6. Year/Session .....        |
| 7. Fail or Pass or Reappear .....                            | Marks obtained/division..... |
| 8. Subject and paper(s) in which re-evaluation is desired :- |                              |

Subject	Paper/option	Marks obtained
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- |         |       |       |
|---------|-------|-------|
| 1. .... | ..... | ..... |
| 2. .... | ..... | ..... |
| 3. .... | ..... | ..... |
| 4. .... | ..... | ..... |
| 5. .... | ..... | ..... |

9. Amount over & above Rs. 300/-, if required to be paid.  
No./Date & Value of the Bank Draft .....

(Bank Draft should be drawn in favour of the Finance Officer, M.D.University, Rohtak).

OR

ii) University Receipt No. .... Date ..... Amount .....

10. Specimen of handwriting of applicant in the language in which the Answer-book(s) has/have been written  
.....  
.....
11. Address (in Capital letters) .....

Signature of the Applicant

Dated .....

### FOR OFFICE USE ONLY (To be filled by the Re-evaluation Branch)

Subject/Paper	Max. Marks	Original evaluator	1st Re-evaluator	2nd Re-evaluator	Total Marks	Average Marks
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						

Clerk

Asstt.

Supdt.

DR./AR(REV.)

**Address for Correspondence (to be filled by the Candidate)**

1. Name : .....
2. Address .....
3. Phone No. ....

**Address for Correspondence (to be filled by the Candidate)**

1. Name : .....
2. Address .....
3. Phone No. ....

**(FOR USE IN RE-EVALUATION BRANCH)**

ELIGIBLE .....  
Checked

Full fee deposited by the candidate and  
form received in time along with  
Detailed Marks Card

Yes	No
Yes	No

Not eligible

Dealing clerk          Assistant          Supdt.

Reasons .....

**Dealing Clerk**

**Assistant**

**Supdt.**

**Dy./Asstt. Registrar (REV.)**

**FOR OFFICE USE ONLY  
(To be filled by the Result Branch)**

1. Original Roll No. ....
2. Marks obtained in the paper(s) for which Answer books are to be re-evaluated :-

Subject/ Paper	Marks Obtained	Code No.	Id. No. of Examiner

**Clerk**

**Asstt.**

**Supdt. (Result)**

**(TO BE FILLED IN BY THE RESULT BRANCH)**

Report of the Result Branch in accordance with the rules.

Re-evaluation : Total Max. Marks	Total Marks obtd.	Division	Result
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- (i) Result before re-evaluation :
- (ii) Result after re-evaluation :
- (iii) Remarks, if any

**Clerk**

**Asstt.**

**Supdt.**

**A.R./D.R. (Result)**

## **Important Information and Instructions for the students**

1. (a) A candidate who wishes to seek re-evaluation of his/her Answer-book(s) may apply for re-evaluation to the Controller of Examinations, M.D.University, Rohtak on the prescribed Application Form along with the Detailed Marks Card/ certificate in original. The students whose result is Fail or Re-appear/ Compartment shall not be required to enclose original DMC with Re-evaluation Form.
  - (b) Re-evaluation is permissible in case of Annual/Supplementary and Semester (if any) Examinations conducted by this University except in the following :
    1. All Certificate and Diploma courses except Prabhakar, Madhyama, Vishard, Vyakarnacharya, Vedacharya & Sahityacharya.
    2. Practical Examinations in different subject(s) or paper(s) sessional marks, internal assessment, project report, dissertations, thesis and Viva-voce etc.
    3. Courses in which evaluation is done both by external and Internal examiners and courses being run in the Medical College.
    4. In case the result of any student is delayed in the process of re-evaluation he/she will not be allowed consequential benefit on this account.
    5. Where a student has obtained less than 15% marks or more than 60% marks in a particular paper excluding sessional/interal marks.
    6. In case the result of any student is delayed in the process of re-evaluation he/she will not be allowed consequential benefit on this account.
  - (c) An application on the prescribed form along with requisite fee must reach in the University office either under registered cover OR be submitted personally within 30 days after the date of declaration of the result of the particular examination (for this purpose the date printed on the result/ gazette/notification shall be taken as the date of declaration) or within 30 days of the dispatch of Detailed Marks Card by the University, whichever is later.
  - (d) A candidate will not be entitled to apply for re-evaluation after the expiry of the normal date mentioned in Rule(c) above if his/her result has been delayed, D.M.C. detained on account of his/her fault, on the part of the college as determined by the C.O.E. or an officer authorised by him in this regard.
  - (e) All entries in the application form for re-evaluation should be complete and correct in all respects. The office will not be responsible for the delay/ rejection of the case. If the form is not complete in all respects or not accompanied by full fee and/or Detailed Marks Card/ Certificates. No change in the entries once made by the candidate shall be allowed after the receipt of the application by the University office. Ignorance of the title of any paper/ subject shall not be accepted as a plea for wrong entry in the application. In case a subject consists of more than one paper and the candidate has not indicated the paper, he/she wishes, to be re-evaluated or has paid a fee of Rs. 300/ Rs. 500/- (For Courses such as B.A./B.Sc./ B.Com or/ Professional) or more but less than the fee prescribed for all the papers indicated by him, the paper(s) in which the candidate secured the minimum marks will be got re-evaluated to the extent of multiples of Rs. 300/Rs. 500/- (For Courses such as B.A./B.Sc./ B.Com/M.A./M.Sc. and professional courses respectively as the case may be).
2. Provided that no increase or decrease will be made in the marks of those failed candidates whose result remains unchanged even after re-evaluation.

3. The re-evaluation will be done under the rule framed by the Academic Council/Executive Council from time to time and the result of re-evaluation will be communicated to the candidate soon after it is declared. No interim communication on this subject will be entertained.
4. If due to re-evaluation one or more student(s) secure marks more than the original candidate securing first position in the merit list he/she or they will also be eligible for award of Gold Medal(s).
5. A candidate will be permitted to see his/her answer-books for identification only on payment of an additional fee of Rs. 100/- per answer-book during working hours on a written request within 15 days from the date of declaration of the result of re-evaluation.
6. If the answer-book(s) is/are lost after original evaluation and is/are not traceable for re-evaluation on account of any reason the candidate concerned will be offered re-examination in that paper at next examination provided he/she has already obtained pass marks in that paper. If, however, the candidate does not want re-examination his previous result may stand unchanged.  
  
No re-examination fee shall be charged from a candidate who opts for re-examination under this clause.
7. If a candidate who has failed or earns compartment/re-appear in a paper(s) and has applied for re-evaluation but his result of re-evaluation is not declared before the next examination and he/she appears in the next examination in the paper(s) in which he/she had failed, the better of the two scores 'Re-appear Score' or 'Re-evaluation Score' would be taken into account.

**INSTRUCTION : ONLY ONE FORM BE USED FOR ONE OR MORE SUBJECT(S)/PAPER(S) AND IT SHOULD BE SPECIFICALLY MENTIONED WHETHER THE CANDIDATE HAS ALSO APPLIED FOR RE-EVALUATION IN THE LOWER/HIGHER EXAMINATION IN ADDITION TO THIS APPLICATION.**

**Important**

- (i) Rs. 300/- per answer book for courses such as B.A./B.Sc./B.Com/M.A./M.Com./M.Sc. etc. (other than professional ones)
- (ii) Rs. 500/- per answer book for professional courses i.e. B.Ed./M.Ed./B.E./B.Tech./BAMS/MBA/MCA/MFC/LL.B/LL.M./BBA/BCA/B.Pharmacy/BOJ/MIJ/BITS etc.
- (iii) Application forms are available in the denomination of Rs. 300/- and Rs. 500/-. While applying, a candidate is to ensure that he/she fills up the form of requisite denomination depending upon the number of answer books for re-evaluation. Amount over and above Rs. 300/- and Rs. 500/- may be deposited in cash with the University Cashier or through a Bank Draft in favour of the Finance Officer, M.D.University, Rohtak and the receipt in original as a proof be attached with the Form.
- (iv) Application form without Detailed Marks Card in original will stand rejected automatically.