

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. Regn. No. |
| 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 in theory
1.
2.
3.
4.
5.
6.

9. Amount over & above Rs. 440/-, 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)
..... E-mail :

Dated

Signature of the Applicant

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.)

<p>Address for Correspondence (to be filled by the Candidate)</p> <p>1. Name :</p> <p>2. Address</p> <p style="text-align: center;">.....</p> <p>Pin Code.</p>
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<p>Address for Correspondence (to be filled by the Candidate)</p> <p>1. Name :</p> <p>2. Address</p> <p style="text-align: center;">.....</p> <p>Pin Code.</p>
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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. Regn. No. |
| 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 in theory
1.
2.
3.
4.
5.

9. Amount over & above Rs. 440/-, 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)
..... E-mail :

Dated

Signature of the Applicant

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

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

Clerk

Asstt.

Supdt.

DR./AR(REV.)

<p>Address for Correspondence (to be filled by the Candidate)</p> <p>1. Name :</p> <p>2. Address</p> <p style="text-align: center;">.....</p> <p>Pin Code.</p>
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<p>Address for Correspondence (to be filled by the Candidate)</p> <p>1. Name :</p> <p>2. Address</p> <p style="text-align: center;">.....</p> <p>Pin Code.</p>
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**Important Information and Instructions for the students
For Re-evaluation Form**

1. (a) A candidate who wishes to seek re-evaluation of his/her Answer-book(s) may apply for re-evaluation to the Deputy/Assistant Registrar(Re-evaluation), M.D. University Rohtak on prescribed Application Form along with the Detailed Marks Card/certificate in original in case the result is pass. The students whose result is Fail or Re-appear / Compartment shall not be required to enclose original DMC with Re-evaluation Form. However, such candidates are required to attach a computer generated copy of the result.
If a candidate has obtained less than 15% marks in a particular theory course/paper (excluding sessional /internal marks) shall not be eligible for re-evaluation of his/her answer script(s).
 - (b) Re-evaluation is permissible in all the courses/papers conducted by this University except in the following:-
 - (i) Practical Examinations in different subject(s) or paper(s) sessional marks, internal assessment, project report, dissertations, thesis and Viva-voce etc.
 - (ii) Courses in which evaluation is done both by external and Internal examiners.
 - (c) An application on the prescribed form along with requisite fee as prescribed /amended from time to time must reach in the University office either under registered cover OR be submitted personally within 30 days after the date of issuance of D.M.C/date of declaration of the result of the concerned examination failing which the case of re-evaluation shall not be processed.
 - (d) 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, 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. Incomplete /unfilled application shall summarily be rejected and fee paid will not be refunded.

In case a subject consists of more than one paper and the candidate has not indicated the paper, he/she wishes to get re-evaluated or has paid fee for courses such as B.A./B.Sc./ B.Com or /Professional or more but less than the fee prescribed given in the next page for all the papers, the paper(s) in which the candidate secured the minimum marks will be got re-evaluated to the extent in accordance of the attached fee.
2. The re-evaluation will be done under the rules framed by the Academic Council/ Executive Council from time to time and result of re-evaluation will be communicated to the candidate soon after it is declared. No interim communication on this subject will be entertained.
 3. The marks obtained as a result of Re-evaluation of the paper(s) of the last exam of the course concerned shall count towards determining the position(s) in the order of merit distinction and award of Gold Medal.
 4. A candidate will be permitted to see his/her answer-book(s) for identification only on payment of an additional fee given in the table at next page per answer book during working hours on a written request within 15 days from the date of declaration of the result of re-evaluation.
 5. If the answer script(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. No re-examination fee shall be charged from the candidate who opts for re-examination under this clause. However, if the candidate does not want re-examination, his/her previous result will be unchanged.

6. If a candidate who has failed or earns compartment /re-appear in a paper (s) and has applied for reevaluation but his/her 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 earlier 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) Application forms are available on payment of Rs. 490/- and Rs. 730/- as the case may be. While applying, a candidate is to ensure that he/she fills up the form of requisite fee depending upon the number of answer books for re-evaluation. Amount over and above Rs. 490/- and 730/- may be deposited in cash with the University Cashier (the receipt in original as a proof be attached with the Form) OR through a Bank Draft in favour of the Finance Officer, M.D. University, Rohtak. The candidates are advised to mention his/her name, Fee for Re-evaluation, Roll Number & Class on the backside of Demand Draft and be sent to the Deputy/ Assistant Registrar (Re-evaluation), M.D. University, Rohtak subscribing on the envelope Re-evaluation Fee/Form.
- ii) **Details of the Re-evaluation Form Fee applicable from 01-04-2024 to 31-03-2025 is as under:-**

Group –A TDC (Pass and Hons), OTMIL Courses, Diploma/Certificate Courses and any other similar courses as may be started from time to time	i) Rs. 490/- per Answer Book within 15 days. ii) Rs. 610/- per Answer Book after 15 days and upto 30 days.
Group –B PG including 5/6 Year integrated Courses (M.A./M.Sc/M.Com/M.Lib.I.Sc/Diploma/Certificate Courses/ M. Phil/ Ph.D Course work and any other similar courses as may be started from time to time	i) Rs. 490/- per Answer Book within 15 days. ii) Rs. 610/- per Answer Book after 15 days and upto 30 days.
Group- C B.Ed/ B.A B.Ed/B.Sc B.Ed/ M.P.Ed/ B.P.Ed/ C.P.Ed/ D.P.Ed/ LL.B/ BBA LL.B/B.A LL.B/ BCA/ BBA/ BHMCT/ BTM / B.Voc (all Courses), B.Lib/Diploma/Certificate Courses and any other similar courses as may be started from time to time.	i) Rs. 730/- per Answer Book within 15 days. ii) Rs. 850/- per Answer Book after 15 days and upto 30 days.
Group-D M.Ed/MBA/MHMCT/MTM/MCA/LL.M/B.Pharmacy/ M.Pharmacy/ Engg. & Tech. Courses (UG & PG) /M. Phil/Ph.D Course work/Diploma/Certificate Courses and any other similar courses as may be started from time to time	i) Rs. 730/- per Answer Book within 15 days. ii) Rs. 850/- per Answer Book after 15 days and upto 30 days.
Re-Checking of Answer Book	190/-
Identification of Answer Book	190/-

- iii) Application form without Detailed Mark Card in original /Computer generated copy of result whichever is required as per point No. 1(a) will stand rejected automatically