

PANJAB UNIVERSITY, CHANDIGARH
Application for Rechecking of Answer-book/s
(to be filled in by the candidate in his/her own handwriting)

Fee Code: R0060

(Please read carefully the regulations on 2nd page of the form. Also read the instructions carefully.)

1. Name of the applicant (in Block Letters) _____
2. Father's Name _____
3. Name of Examination _____
4. Roll No. _____ Registration No. _____
5. Year and Session _____
6. Result: **Fail** or **Pass** or **Reappear/Compartment**
7. Date of declaration of Result _____
8. Have you applied for Re- evaluation: Yes/No
9. Particular subject/subjects and paper /papers in which rechecking of answer-books is desired and marks obtained:

Subject	Paper/option	Marks obtained
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

10. Specimen handwriting of the applicant _____

11. Details of Fee deposited:
(If the application is sent by post) (i) Bank Draft No. _____
(ii) Dated _____
(iii) Name of Bank _____
(iv) Amount of Draft _____

OR

University Receipt No. and date _____
(If fee is deposited with the cashier , Panjab University, Chandigarh)
NOTE : MONEY ORDERS/POSTAL ORDERS ARE NOT ACCEPTABLE.

12. Address for Correspondence _____

_____ Phone/Mobile. No. _____

Dated :

Signature of applicant

P.T.O.

(2)

1. The application form for rechecking of answer -book/s can be obtained from the form counter, Panjab University, Chandigarh. The form is also available on University Website.
2. The relevant regulation regarding rechecking of answer-books reads as under:-
 - (A) A candidate shall be entitled to have his answer- books rechecked on payment of a fee of Rs. 500/- per answer-book, subject to the following:
 - (i) The application for rechecking is received by the University within 30 days of the date on which the result is declared by the University.
 - (ii) The rechecking will be done only to see if the marks awarded to various answers have been correctly added and if all the answers have been assessed by the examiner.
 - (B) If any mistake is discovered as a result of rechecking of answer-book, as provided for in 'A' above, the Vice-Chancellor shall have power to rectify the result. In such a case the fee paid under clause (A) shall be refunded.
3. Forms received by the office, which are found incomplete in any respect, shall be liable to be rejected.

P.T.O.

PANJAB UNIVERSITY, CHANDIGARH**Instructions**

Before filling in the attached form for rechecking of answer-books, please read the following instructions very carefully:

1. Rechecking is not permissible in case of the following:-
Practical examinations of different subject/s or paper/s sessional internal assessment,
Project report, dissertation, thesis and viva-voce.
2. Applications for this purpose on the prescribed form should be received by the University within 30 days of the date on which the result of a particular examination is declared by the University. The period of 30 days in this case is counted from the date the result is declared by the university and not the date on which it is published in the newspaper, i.e. the date given on the university Result Notification forms the basis for calculating this period.
3. The candidate concerned should make sure that the application for rechecking reaches the University office by the prescribed date. Any application received after the due date will not be entertained.
4. The answer-books are rechecked to see if the marks awarded to various answers have been correctly added and if all the answers have been assessed by the examiners.
5. The prescribed fee, i.e. Rs. 500/- per answer-book should be remitted through Demand Draft drawn in the favour of the **Registrar, Panjab University, Chandigarh** , and payable at Chandigarh. Part payment of fee is not acceptable.
6. The answer-books are not shown to the candidates or to anybody else on their behalf or otherwise.
7. Grace marks as admissible under the Regulations are granted automatically, without request, before declaration of the result. No correspondence in this connection is entertained.
8. The result of rechecking of answer-books is always communicated to the candidates concerned, in due course, through a registered letter.

Controller of Examinations