

RULES AND PROVISIONS FOR GETTING COPY OF EVALUATED ANSWERSRIPT

S.No	Particular	Summary
1	Application form available at	-- www.du.ac.in -- Forms (right side, under the University Corner) -- Degree/ Transcript related form -- Application form for copy of evaluated answer-script
2	Fee Structure (Fee to be paid to University of Delhi alongwith the Application)	Rs. 750 /- per paper
3	Documents required	- Photocopy of Admission Ticket - Current Statement of Marks
4	Verification required	Verify the filled document from the Head/ Principal of college or Institution with stamp and signature .
5	Timings	9.30 AM to 1.00 PM and 1.30 PM to 3.00 PM
6	Submit at	Candidates are advised to submit at the Revaluation Cell Counter. NORTH CAMPUS- (Window No. 1), Examination Branch, North Campus, University of Delhi SOUTH CAMPUS- Window no-1, Examination Branch, South Campus,
7	Time Taken	Copy of the Answer-script will be available within 30 days from the date of submission of the application form. Student is required to collect the answer script within 15 days of intimation in regard to its availability on the University website.

NOTE:-

- 1) Candidates are advised to go through all the terms & conditions before they apply for copy of evaluated answerscript.
- 2) If there is any error related to totalling of marks, he/she advised to contact the Examination office in the prescribed proforma within 10 days of collection of copy of evaluated answerscript.
- 3) Any other changes except totaling error or unmarked question shall not be admissible.
- 4) Application should be submitted within 61st to 75th days from the declaration of the result.
- 5) This form is to be completely filled and signed by the Candidate only.

NOTE:-

** The form is attached for your reference.

Cashier Please accept Rs. _____

Dated: _____

Dealing Asstt.

APPLICATION FORM IS BEING
ACCEPTED PROVISIONALLY SUBJECT
TO VERIFICATION OF DETAILS

UNIVERSITY OF DELHI

APPLICATION FOR COPY OF EVALUATED ANSWER-SCRIPT.

CANDIDATE SHOULD CAREFULLY GO THROUGH THE RULES PRINTED OVERLEAF BEFORE FILLING IN THIS FORM.

This application is TO BE FILLED IN AND SIGNED BY THE CANDIDATE ONLY. Application submitted on behalf of the candidate, as also incomplete application will be rejected summarily without any further reference.

1. Name of Candidate (Block letters) Mr./Mrs./ Miss.....
2. Father's / Mother's Name.....
3. University Exam. Roll No.....4. Exam. / Course.....5. Part I/II/II
6. Sem./ Annual / Supp. 7. Year 8. Pass / Fail
9. College/Institute/Deptt.....10. Exam. Centre.....

Exam. Paper No.	Title of Paper	Serial No. of Q.Paper (Optional)	Date of Exam. Taken (Optional)	Maximum Marks	Marks Obtained

DECLARATION

I have carefully read rules regarding supply of evaluated answer script printed overleaf and I agree to be governed by the same.

Address.....

(IN BLOCK LETTERS)

.....

.....

.....Pin Code.....

Tel. No./Mobile.....

(Signature of Candidate)

Principal / H.O.D.
(Signature with Rubber Stamp)

Note : Signature of the candidate must correspond to that on Examination form filled in by him/her.

(TO BE FILLED IN BY THE UNIVERSITY)

Intimation No.....

Date.....

Receipt No.....

RECEIVED Rs.....

Date.....

RULES FOR SUPPLY OF COPY OF EVALUATED ANSWER SCRIPT

1. Select the papers carefully in which the candidate seeks copy of evaluated answerscript.
2. Application should be submitted within 61st day and 75th day of declaration of result on University Web-site.
3. The candidate is required to produce a photocopy of his/her current Admission Ticket and/or statement of marks for verification of Roll No., marks etc., at the time of submission of Application Form.
4. Entries made by the candidate be got verified from the Principal of the College/Head of the Department concerned.
5. The application is to be made by the candidate in his/her own hand-writing and under his/her own signature and not by anyone else on his/her behalf.
6. Examination office will endeavor to provide copy of Answer-Script within 30 days of submission of application. The student is required to collect the copy of the evaluated answer script within a period of 15 days of the date of intimation of availability of the script on the University website.
7. If a student finds any error in totaling of marks or finds that any question has not been evaluated, then he should communicate to the Examination office in the prescribed proforma within a period of 10 days of the collection of the copy of the evaluated answer script.
8. Any representation other than relating to totaling error or unmarked questions shall not be admissible.
9. **Prescribed Fee:** Rs.750 per paper is to be deposited with the University Cashier between 9.30 a.m. and 1.00 p.m. and 1.30 p.m. to 3.00 p.m. on all working days after verification of the Application Form by the Examination office.