

SHRI VISHWAKARMA SKILL UNIVERSITY

(Enacted Under Government of Haryana, Act No. 25 of 2016)

Case No.....
(For office use)

APPLICATION FOR RE-EVALUATION OF ANSWER-BOOKS

(Particulars should be filled in by the candidate **in his/her own handwriting**. Before filling up the re-evaluation form, instructions printed on the backside should be read carefully)

- Name of Candidate (in Block Letters).....
- Year & Month of Examination Semester.....
- Name of Examination..... Result.....
- Roll No. (In Figures)..... (In Word).....

Particulars of paper(s) in which re-evaluation is required				Detail of Fee remitted	
Sr. No.	Paper	Title of Paper	Marks obtained	Account No.....	
1.	Bank Draft	
2.	No.....	Date:.....
3.		OR
4.	Uni. receipt No./OBC Bank scroll No.....	
5.	Dated.....	Rs.....
					OR
				Name of PNB Branch.....	Distinctive No.
				of Branch.....	Dated..... Rs.....

(See instruction No. 2 on backside)

I Solemnly declare that: -

- I have carefully read all the relevant rules/instructions etc. of the University for re-evaluation and I undertake to abide by the same in all respects.
- The result of re-evaluation as and when declared by the University shall be binding upon me even if it affects my results adversely.
- I shall have no right to claim additional chance to appear in an examination in lieu of any chance, which I may lose during re-evaluation process.
- The University shall not be liable to pay any compensation/damages whatsoever on account of delay in the declaration of re-evaluation result of answer-book(s) and/or if any mistake is found during the process of re-evaluation.

Specimen Handwriting: In Hindi.....
In English.....

Postal Address of the Candidate (In Capital Letters)
(As written on the envelope enclosed)

.....
.....
..... Pin.....

.....
(Signature of Candidate)
Dated.....

Email ID

Documents to (1) Original Detailed Marks Card/Certificate/Copy of Result declared. (2) A self-addressed envelope be attached: - (3) Bank Draft/University Receipt (in Original) on account of re-evaluation fee.

(For use in the Re-evaluation Branch)

- Date of Receipt of Form.....
- Receipt/Diary No.....
- Amount of Fee Paid.....
- Whether Original D.M.C attached.....
- Initials of Diarist
- (i) Date of declaration of result.....
- (ii) Date of dispatch of DMC.....
- ELIGIBLE: Yes/No.....
- Reasons if not eligible.....

Clerk

Assistant Supdt. (Re- evaluation)

AR/DR (Re- evaluation)

Entries below to be filled in by the Result Branch concerned

Original Roll No.....

Subjec	Paper	Code No.	Marks Obtained	Identity No. of Examination
1				
2				
3				
4				
5				

Dealing Clerk

Dealing Asstt.

Supdt.

INSTRUCTIONS FOR RE-EVALUATION

1. **Re-evaluation is allowed in the answer-books of theory papers only.** The Re-evaluation form is available with the AR (Examination). The application fee of Re-evaluation would be Rs. 500/- for each subject upto 15 days of result declaration. Thereafter, upto next 10 days with additional late fee of Rs. 1000/- for each paper. **Provided that no answer– book will be re-evaluated if the re-evaluation form is received after Ninety (90) days of the date of examination on any ground whatsoever.**
2. **Re-evaluation is not allowed in Practical examination and OJT.**
3. Fee can be deposited by Bank Draft drawn **in favour of Shri Vishwakarma Skill University, payable at Gurugram .**
4. The application form may be submitted personally or sent by speed post **to the Asstt. Registrar (Re-evaluation), Shri Vishwakarma Skill University.**
5. Application received by post within three days after the above last date will also be considered only if the same has been posted on or before the last date prescribed above.
6. Incomplete applications in any respect will be rejected and only 50% of the amount deposited will be refundable.
7. All legal disputes relating to re-evaluation will be subject to Examination Committee.
8. A candidate is allowed to withdraw his/her re-evaluation application. No fee will be refunded in such cases.
9. **The candidates are advised to plan their future programmes in accordance with their original result already communicated by the Result Branch till it is actually superseded by the result of re-evaluation.**