



OFFICE OF THE CONTROLLER OF EXAMINATIONS

JAMIA MILLIA ISLAMIA

JAMAI NAGER, NEW DELHI – 110025

Grams: JAMIA  
Phone: 6840961

APPLICATION FOR RE-EVALUATION OF ANSWER-SCRIPT (S)  
(Particulars should be filled in by the candidate in his/her own handwriting)

A. Name of Candidate (in Block letters).....  
Roll No.....Enrolment No.....  
Name of the course/exam..... Part..... (Annual) 200.....  
Particular of papers in which Re-evaluation is required is give below:

Subject / Paper (see Paras 5, 12 & 13)	<u>MARKS</u>		<u>Aggregate</u>	<u>Result</u>
	Obtained out of OR Grade Obtd.			
1. ....	.....	.....	.....	.....
2. ....	.....	.....	.....	.....

Note:- Original statement of marks/ grades (marks sheet) together with a Photostat copy is attached herewith.

B. Have you also applied for Re-totaling of marks Yes/No  
[If yes mention paper no(s)]  
.....

C. **DECLARATION:**

- (i) I have carefully read Ordinance regarding re-evaluation and I agree to abide by the same.
- (ii) I also undertake to accept the final result to be declared by the Controller of Examinations, Jamia.

Date .....

.....  
Signature of the candidate

Present Address .....  
.....  
.....

D. Amount of fee of Rs..... Paid Vide Receipt No.....

Date..... (Receipt attached)



Received application from of Mr./Ms.....

Class.....for Re-evaluation.

Date.....

For Controller of Exams

## **ORDINANCE FOR RE-EVALUATION OF ANSWER SCRIPTS**

1. (i) Any candidate, intending to apply for re-evaluation of answer scripts (s) of any Paper/Subject of his/her written Examination, may do so on the prescribed Application Form within 15 days from the date of issue of marks sheet.  
(ii) The re-evaluation of scripts will not be allowed in more than one-third of written Papers of an Annual Examination.
2. Each application for re-evaluation shall be accompanied by the original Statement of Marks issued to the candidate.
3. Re-evaluation shall not be permitted in the Practical Examinations, Viva-Voice, Project Report/Field Work/Sessional/Internal Assessment and Dissertation, as also the answer scripts of any Examination, which have already been valued in full by joint Examiners/Board of Examiners.
4. The candidate applying for re-evaluation shall be required to pay the prescribed Fee per Paper or part thereof; No refund shall be made in any case except if marks increased more than 20%, in a paper/subject.
5. The Controller of Examinations will select an examiner for re-evaluation from amongst a panel of at least three Examiners in each paper recommended by the Board of Studies. The said panel shall exclude the name of the initial examiner.  

“However, in case of an extra-ordinary circumstances, the Head of the Department may be requested to decide about the appointment of the re-evaluator.”
6. The merit will be awarded after re-evaluation process is completed.
7. If there be any change in the result of the Examination due to re-evaluation of answer scripts, no examinee can complain in the Court of Law, nor any action can be initiated against the Examiner (s) concerned.
8. (i) If the award of the Re-evaluator (second examiner) varies from the original award up to and including  $\pm 5\%$  of the maximum marks of the paper concerned, the original award shall stand.  
(ii) If the award of the Re-evaluator (Second Examiner) varies from the original award to more than  $\pm 20\%$  of the maximum marks of the paper/subject concerned, then the answer script shall be sent to the second re-evaluator (Third Examiner)  
(iii) The average of the marks awarded by the Second and Third Examiners shall be final.  
(iv) If the marks awarded by the re-evaluator is more than  $\pm 5\%$  but less than  $\pm 20\%$ , of the maximum marks of the paper concerned the new marks will be awarded to the candidates.
9. All cases of re-evaluation of answer scripts in which the variations between the initial examiner and the first re-evaluator (Second Examiner) exceeds more than  $\pm 20\%$  shall be referred to Examination Committee
10. Applications for re-evaluation of answer scripts only for Annual Examination shall be accepted.
11. Answer scripts of those examinees who appeared for improvement of division or Percentage of Marks shall be final and shall not be subject to re-evaluation