



HIMALAYAN UNIVERSITY

(Established under section 2(f) of UGC Act 1956)

APPLICATION FORM FOR RE-EVALUATION / RE-TOTALLING (See rules and regulations overleaf)

(One candidate should submit one application only for any number of YEAR / SEMESTER)

RE-EVALUATION / RE-TOTALLING: _____ (select any one)

NAME OF THE COURSE:

SEMESTER/YEAR

1. Name (in block letters): _____
2. (a) Father's Name: _____
(b) Mother's Name: _____
3. Address for Correspondence: _____
4. Name of the Examination: _____ Semester: _____
5. Registration No: _____ Roll No.: _____

6. Paper & subject in which Re-evaluation is sought for:

Sl. No.	Paper Code	Title of the Paper (only theory papers will be accepted)	Marks Obtained

Fee Paid: Rs. _____ in cash. Receipt No.: _____

7. Candidate should write two sentences in the language in which answers were written as specimen of his/ her hand writing: _____

Signature of the Candidate: _____ Date: _____

(FOR UNIVERSITY OFFICE USE ONLY)

Checked. Re-totaling / Re-evaluation is permissible as per Rules	Granted / not granted
Signature of Dealing Asstt.	Controller of Examinations

RULES & REGULATIONS ON RE-EVALUATION

1. A candidate may apply for re-evaluation of course(s), subject to a maximum of three paper(s) / course(s) on payment of Rs. 250/- per paper, in prescribed form through the Head of the Department (in case of postgraduate students) for onward transmission to the Examination Branch.
2. The re-evaluation of the answer scripts will be restricted to the theory papers only and not in the practical or dissertation or project papers.

Please Note: -

- a) The process of re-evaluation has no fixed time limit; however, the University will take all efforts to complete the process as early as possible.
- b) Incomplete application form and form submitted after due date shall not be entertained.
- c) Fees once paid are not refundable.
- d) No communication in this regard shall be entertained.
- e) Application for scrutiny/re-evaluation is to be submitted to the respective Departments for onward transmission to the University.
- f) Applications with missing information will be considered incomplete and will not be processed.

Signature of the Students
