

## (c) RE-EVALUATION OF ANSWER-BOOKS

The system of Re-evaluation of answer-books will be continued.

A candidate who wishes to seek re-evaluation of his/her answer-book/s may apply for re-evaluation to the Assistant Registrar (Re-evaluation), Panjab University, Chandigarh-160014 on the prescribed application form accompanied with a fee of Rs. 790/- per answer-book for Bachelor Degree level courses and Rs. 840/- for Postgraduate courses alongwith the detailed marks card/certificate, in original.

1. Re-evaluation is permissible in case of Annual, Supplementary, Bi-annual and Semester examinations conducted by this University only in theory papers. Re-evaluation is not permissible in case of practical examinations in different subject/s or paper/s sessional marks, internal assessment, project report, dissertations, thesis and viva voce.

2. (a) A candidate who wishes to seek re-evaluation under Semester System of his/her answer-book/s may apply for re-evaluation through online process only within 15 days from the date of declaration of results of the particular examination (for this purpose the date printed on the result gazettee/notification shall be taken as the date of declaration) and there is **no submission** of re-evaluation form with late fee as well as date of dispatch of D.M.C.

(b) In the case of foreign students who leave for their countries before the declaration of their results, and the candidates from Port Blair, Arunachal Pradesh, students of Sikkim and other States/Union Territories of North-Eastern region, Military Personnel, Para Military forces i.e. B.S.F., C.R.P.F. & I.T.B.P. etc. and wards of Military Personnel the last date for submission of online applications and fee for re-evaluation is 30 days from the date of declaration of results.

3. Late procurement of form shall not be entertained as a plea for its late submission in any case.

4. No refund of fee shall be admissible. However, in such cases where an application is rejected on account of being time-barred or being inadmissible, 75% of the amount paid will be refunded without asking the candidates to apply for refund of fee.

5. A candidate whose result is declared late may also seek re-evaluation within 21 days from the date of declaration of his/her result or within 15 days from the date of despatch of result card by the University office to the college/candidate; whichever is later.

The answer-book of such candidates (for all examinations) whose results are R.L. be got preserved by the Examination Branch/Conduct Branch till their results are declared and their online applications for re-evaluation be entertained within the prescribed time as laid down in the Rules.

Provided that no application for re-evaluation of such candidates whose results are declared late due to omission or negligence on the part of the candidate, such as non-payment of fee, non-submission of documents required for the confirmation of the eligibility or for non-fulfilment of similar other requirements shall be entertained after 31st December of the Calendar year (in case of the examination held in April/May for Semester System) and 30<sup>th</sup> June of the ensuing Calendar year (in the case of examinations held in November/December for Semester System).

6. Ignorance of the titles of any paper or option shall not be accepted as a plea for wrong entry in the application.

7. Engg. Students (UIET, Chemical Engg., CCET & UCIM)

After student has seen the answer-book, he/she may apply for re-evaluation within five working days to the Director/Chairperson/Principal by attaching the receipt of re-evaluation fee. The Director/Chairperson/Principal may be authorized to form the panel of three experts, Director/Chairperson/Principal/Professor of the branch, being the member. The work of re-evaluation must be finished within a week. Then the final result may be submitted to the Controller of Examinations only once.

8. The re-evaluation will be done under the rules framed by the Syndicate from time to time and the result of re-evaluation will be communicated to the candidate soon after it is declared. No interim communication to this effect will be entertained. The candidate is required to plan his future programme in accordance with his original result already communicated by University Office till it is actually superseded by the result of re-evaluation.

9.1. The answer books shall be got re-evaluated by one examiner. The score of the candidate after re-evaluation shall be the one which is to the advantage of the candidate i.e. the better of the two (Evaluation or Re-evaluation). In case of difference between the scores of evaluation and re-evaluation of more than 15% of the maximum marks of the paper, the answer book will be referred to the third examiner. In such a case the average of the best two awards (out of the three) of the candidate shall be taken into account.

9.2. The result of a candidate will be changed on re-evaluation only if the character of result is changed (character means 'Fail' to 'Pass' or 'Compartment', 'Compartment' to 'Pass' or Vice-versa, change in division, in aggregate). The increase/decrease of even one mark, as a result of re-evaluation would be given effect to.

Provided that in the case of a candidate for M.A./M.Sc. examination the result of re-evaluation will also be changed if the aggregate comes to 55% or more even if on re-

evaluation the score does not increase by 5% of the maximum marks allotted to the concerned paper.

Provided further that the candidates placed on the "Merit List" are treated at par with other candidates in the matter of re-evaluation of answer-books i.e. their application forms for re-evaluation, if desired, must reach the University Office, under registered cover, within the specified time limit as indicated in No. 2 (a & b) above for the purpose.

Notwithstanding the above provision, the merit list shall be determined and notified on the basis of the declaration of the re-evaluation results.

**10.** Subject to provision under Rule 9.2 the score on re-evaluation shall supersede the original score.

**11.** No further re-assessment shall be allowed after the award/s by Re-evaluator has/have been received.

**12.** If as a result of re-evaluation a candidate passes at the Exam., he/she shall be eligible to seek admission to the next higher class within ten working days of the communication of re-evaluation result to him/her. His/her attendance shall be counted from the date of his/her admission. However, no candidate would be granted admission on the basis of re-evaluation result after 31st December of the academic session. In the case of admission to a course having Semester Exam. the date will be Oct. 15.

Similarly, if a candidate becomes eligible for the Supplementary Examination he/she may be permitted to appear at the usual supplementary examination in August or thereafter at the time of the next examination only. Such a candidate will also be eligible to seek provisional admission to the next higher class, without late fee, within ten working days of the communication of the result of re-evaluation to him/her and count attendance from the date of his/her admission.

**12.1.** In case of ongoing classes, each student whose result of the lower semester/class has not been declared, shall have to seek provisional admission with an undertaking to the effect that his/her admission shall stand cancelled if he/she fails to meet the eligibility requirement(s) for promotion to the next higher semester/class as per the rules and regulations of the course. The date of start of teaching of ongoing classes shall be notified by the Dean of University Instruction and the counting of attendance for the purpose of calculation of shortage of lectures will be made from the above said notified date of start of teaching. If the candidate, whose result of lower semester/class has not been declared, seek the provisional admission after the start of teaching, his/her attendance will be counted from the notified date of start of teaching and not from the date on which he/she seeks provisional admission. The candidate after the declaration of result of lower semester/class will have to deposit the due fees within ten days of such declaration in order to get his/her admission confirmed.

**13.1.** All entries in the online applications for re-evaluation should be completed and corrected in all respects. The office will not be responsible for the delay/rejection of the case. No change in the entries once made by the candidate shall be allowed after submission of online fee.

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**13.2.** The withdrawal of request for re-evaluation shall be allowed within 21 days of the last date for receipt of application provided that the process of re-evaluation has not been set in motion i.e. the scripts have not been coded for re-evaluation.

Where a student's result of supplementary examination is declared before the result of the re-evaluation he/she shall be allowed to withdraw his/her request for re-evaluation, if he/she so desires. If a student requests withdrawal of re-evaluation after 21 days, the Vice-Chancellor may allow such withdrawal if the University is not able to declare the re-evaluation result within one month of the receipt of request for withdrawal.

The refund of fee for re-evaluation in such cases shall not be allowed.

**14.** The result of Re-evaluation whether favourable or unfavourable, shall be binding on the candidate who applies for re-evaluation.

**15.** A candidate whose answer book is not available for re-evaluation due to any reason, may be allowed by the Vice-Chancellor either :

(i) To re-appear in the same paper at the next examination without payment of examination fee and in that event his result shall be determined on the basis of the marks secured by the candidate in the paper in which he/she re-appears;

or

(ii) To have his/her fee refunded in full.

**16.** In future all benefit of Re-evaluation be allowed only in those cases where the candidate has cleared the lower examination in the immediately available first two consecutive chances/attempts and not thereafter. The 3rd and 4th chance for clearing the lower examination be given only on the understanding that the candidate is debarred from applying for Re-evaluation for the next higher class.