

SHIVAJI UNIVERSITY, KOLHAPUR.

CIRCULAR

A reference is invited to this office revised order No.9315 dated 23rd November, 2005 by the Vice chancellor in the matter of providing the Xerox copy/ies of the assessed answer books (of theory examinations only) to the examinee/s at the University examinations from the second half of the 2005 and the Directors/Heads of the University Departments, Principals of the affiliated colleges and Heads/Directors of recognized affiliated institutes are hereby informed that in the pursuance to the discussion in the JBVC, the University is starting the revaluation system after getting the photo/Xerox copy/ies of the assessed answer book/s to the students and who challenge the original assessment. It has been decided to bring the revaluation system upon receipt of application from examinee/s for photo/Xerox copy of the desired answer book/s (of theory examinations only) and thereafter making application justifying the revaluation of the answer book/s by the student examinee/s and on payment of the prescribed fee at the University. They are further informed that the following procedure has been laid down for the aforesaid purpose:-

1. The candidate should directly apply to the Controller of Examination for the Xerox/Photo copy/ies in the prescribed form duly filled in and signed by the examinee. The application forms are available at Consumer Store, Shivaji University Campus, Annexe Building, Vidyanagar, Kolhapur, on payment of Rs.10/- in cash.
2. The photo/Xerox copies of the (University Theory examinations only) will be supplied on the payment of non-refundable fee of Rs.100/- + Rs.50/- for postage per answer book which shall have to be paid by the examinee/s by cash at Cash Section of the Shivaji University or by the Demand Draft in favor of The Finance and Accounts Officer, Shivaji University, Kolhapur.
3. The candidate shall apply for the Xerox/photo copy/ies of not more than two answer book/s within a period of fifteen days from the date of declaration of the result.
4. The Xerox copies of the answer book/s will be provided to the students/examinees by the University by the registered post/speed post/ courier.
5. The photo/Xerox copies so obtained by the examinee/s are for his/her exclusive and relevant use. If the applicant desires he can use it only for the purpose of getting redressal of the grievances through the redressal mechanism provided by the University under these rules.
6. After getting the photo/Xerox copy of the answer book/s If the candidate finds any error in the assessment like incorrect totaling or unassessed portion of the answer book he/she can apply for the rectification of these errors within seven days from the receipt of the Photo/Xerox copy in the prescribed form. However, if the examinee/s is not satisfied with the marks awarded to him/her by the original examiner he shall apply for redressal of grievances to the Controller of Examination, Shivaji University, Kolhapur in the prescribed form, challenging the valuation done.
7. The application form for the redressal of the grievance are available in the Consumer stores at Shivaji University, Kolhapur, on payment of Rs.10/- in cash.
8. The application form for redressal of grievances duly filled in along with the photo/Xerox copy/ies of the answer book/s, mark list and detailed question wise justification in the format given in the application form shall be sent to the Controller of Examination, Shivaji University, Kolhapur, within seven days from the date of receipt Xerox/photo copy/ies.

9. The Prescribed application form for redressal of grievances shall be accompanied by a fee Rs.500/- per paper in cash at University Office or by Demand Draft drawn in favor of The Finance and Accounts Officer, Shivaji University, Kolhapur.
10. The Xeroxing and revaluation facility is to be regarded as a special facility and not a right in the strict sense of the term.
11. The applications incomplete in any respect and without justification will be rejected and the fees once paid shall not be refunded. The justification or recommendation from the person other than student will not be accepted.
12. The University will supply Photo/Xerox copy as it is blocking the name and signature of examiner/moderator.
13. Supply of Xerox/photo copy/ies of the assessed answer book/s and redressal of grievances are additional facilities to the students and such matters will be regulated in accordance with the relevant ordinances regulations and rules made by the University office in that behalf.
14. If the marks awarded in the paper by the original examiner and the the marks obtained after revaluation varies by +10% or more of the maximum marks assigned to that paper the marks after revaluation will be accepted for the revision of the result and the original marks obtained by the candidate in the paper will be treated as null and void. Notwithstanding what is stated above, the marks obtained after revaluation shall be accepted by the University, if the candidate gets the benefit of passing the Subject/Examination with or without grace marks under the provisions of relevant ordinances. However, if there is change in marks more than 20% after revaluation, then re-revaluation shall be done and average of the two closest marks (marks reported to the student, marks of revaluation and marks of re-revaluation) shall be communicated to the students.
15. The revised fees for getting the photo/Xerox copy/ies will be applicable from the date of issuance of this circular.
16. Notwithstanding anything contained in these rules the students applying for revaluation shall not as of right be entitled for provisional admission to the following year or term nor they shall be eligible for such admission in the event of change in their result due to revaluation.

The Directors/Heads of the University Departments, Principals of the affiliated colleges and Heads/Directors of recognized affiliated institutes are hereby requested to bring this circular to the notice of all students and concerned.

Ref:- SU/EXAM/ 8418
Date:- 23-11-2005
Place:- KOLHAPUR

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Dr. N.V. Thakkar
Controller of Examinations

Copy to:-

1. The Principals of all affiliated colleges,
2. The Directors of all recognized institutes
3. The Heads of all University Departments
4. The Deputy Registrar/Assistant Registrars
5. The Section Heads of all concerned sections.