

# Maharshi Dayanand University, Rohtak

Case No. \_\_\_\_\_  
(To Be Left Blank)

## APPLICATION FORM OF RE-EVALUATION OF PAPERS(S) (SEE RULES OVERLEAF)

1 Name of Applicant \_\_\_\_\_  
2 Father's Name \_\_\_\_\_  
3 Name of Examination \_\_\_\_\_ 4 Class \_\_\_\_\_  
5 Roll No. \_\_\_\_\_ 6 Year / Session \_\_\_\_\_  
7 Study Centre Name \_\_\_\_\_ 8 Study Centre Code \_\_\_\_\_  
9 Fail / Pass / Reappear \_\_\_\_\_ Marks Obtained / Division \_\_\_\_\_  
10 Subject and paper(s) for which re-evaluation is desired:

S.No.	Subject	Paper Code	Marks Obtained
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

11 Have you applied for the re-evaluation of other papers other than the mentioned under item-3 above? \_\_\_\_\_

12 DD No. \_\_\_\_\_ DD Date \_\_\_\_\_  
Amount \_\_\_\_\_ Drawn On (Bank Name) \_\_\_\_\_

**(Bank Draft should be in the name of Finance Officer, M D University Payable at Rohtak)**  
OR

University Receipt No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

13 Specimen of handwriting of applicant in the language in which the Answer book(s) has / have been written

14 Address (In Capital Letters) \_\_\_\_\_

Dated:

Signature of the Applicant

Note: Please ensure that fee at the rate of Rs.200/- per paper is paid and the Detailed Marks Certificate in Original is attached with this application, failing which re-evaluation is not permissible.

**FOR OFFICE USE ONLY**  
(To be filled in by the Result Branch)

1 Original Roll No. \_\_\_\_\_ 2 Fictitious Roll No. \_\_\_\_\_

3 Marks Obtained in the paper(s) for which Answer book are to be re-evaluated :-

Subject / Paper	Marks Obtained	ID No. of Examinee
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4 Date of declaration of his / her result \_\_\_\_\_

5 Date of dispatch of Detail Marks Card \_\_\_\_\_

6 Reason of late declaration of Results \_\_\_\_\_

Supdt. (Result-I, II, III)

**(FOR USE IN RE-EVALUATION CELL)**

ELIGIBLE \_\_\_\_\_

Checked

Full fee deposited by the candidate and  
Form received in time along with  
Detailed Marks Card

Yes	No
Yes	No

Dealing Clerk

Assistant

Not Eligible

Reasons \_\_\_\_\_  
\_\_\_\_\_

Dealing Clerk

Assistant

Supdt.

Dy. / Asstt. Registrar (Re-Eval)

# Rules of Re-evaluation

1. (a) A candidate who wishes to seek re-evaluation of his/her Answer book(s) may apply for re-evaluation to the Controller of Examinations, M.D. University, Rohtak on the prescribed application form alongwith the Detailed Marks Card / Certificate in original.  
(b) Re-evaluation is permissible in case of Annual / Supplementary and semester (if any) Examinations conducted by this university except in the following:
  - (i) All Certificate and Diploma courses except Prabhakar, Madhyama, Vishard, Vyakaranacharya, Vedacharya, Sahityacharya.
  - (ii) Practical examinations in different subject(s) or paper(s) sessional marks, internal assessment, project report dissertations, thesis and viva-voce etc.
  - (iii) Courses in which evaluation are done both by external and internal examiners and courses being run in the Medical College.
  - (iv) In case the result of any student is delayed in the process of re-evaluation, he / she will not be allowed consequential benefits on the consent.  
(c) An application on the prescribed form alongwith requisite fee must reach the University office either under registered cover OR be submitted personally within 20 days after the date of declaration of result of the particular examination of the dispatch of Detailed Marks Card by the university whichever is later.  
  
(d) A candidate will not be entitled to apply for re-evaluation after the expiry of the normal dates mentioned in Rule (c) above if his/her result has been delayed, D.M.C. detained on account of his/her fault or any fault on the part of the college as determined by the C.O.E. or on officers authorized by him in this regard.  
  
(e) All entries in the application for re-evaluation should be complete and correct in all respects. The office will not be responsible for the delay / rejections of the case, if the form is not complete in all respects or not accompanied by full fee and / or Detailed Marks Card / Certificates. No change in the entries once made by the candidates shall be allowed after the receipt of the application. In case a subject consists of more than one paper and the candidate has not indicated the paper, he/she wishes, to be re-evaluated or has paid a fee of Rs.200/- or more but less than the fee prescribed for all the papers indicated by him, the paper(s) in which the candidate secured the minimum marks will be got re-evaluated to the extent of multiples of Rs.200/-.
2. Where the original evaluation of papers was done by the examiner concerned on the basis of the instructions issued by the head examiner, a copy of such instructions will be sent to re-evaluator(s). In other cases five answer books will be supplied to the re-evaluator(s) as models.  
  
While sending the answer books for re-evaluation, the title cover of the same will taken off and strips of black or brown will be pasted over the marks inside, so as to hide the same from the re-evaluator(s), who will send their own awards in separate form question-wise.
3. If the differences between re-evaluated scored and the original marks in a paper does not exceed 10% of the maximum marks of that paper, the average of the two scores will be taken as final awards. If however, the difference is more than 10% of the maximum marks of that paper, the answer books will be get re-evaluated from another examiner and the average of the three scores will be taken as final award. Fractional marks if any shall be rounded upto a full marks.

4. Provided that no increases or decreases will be made in the marks of these failed candidates whose remains unchanged even after re-evaluation.

4.1 The re-evaluation will be done under the rule framed by the Academic Council/Executive Council from time to time and the result of re-evaluation will be communicated to the candidate soon after it is declared. No interim communication on this subject will be entertained.

4.2 The marks obtained as a result of re-evaluation of the paper(s) of the last exam of the course concerned shall not count towards determining the position in the order of merit, distinction and award of Gold Medal.

5. A candidate will be permitted to see his/her answer books for identification only on payment of as additional fee of Rs.50/- per answer book during working hours on a written request within 15 days from the date of declaration of the result of re-evaluation.

6. The remuneration of re-evaluation shall be as prescribed for the examination concerned subject to a minimum of Rs.40/- for undergraduate including B.Ed. and Rs.50/- for Post-graduate / Professional exams plus Postal expenses.

7. If the answer books is/are lost after original evaluation and is/are not traceable for re-evaluation account of any reason the candidate concerned will be offered re-examination in that paper at next examination provided he has already obtained pass marks in that paper. If, however, the candidate does not want re-examination his previous result may stand unchanged.

No re-examination fee shall be charged from a candidate who opts for re-examination under these causes.

8. If a candidate who has failed or earns compartment re-appear in a paper(s) and has applied for re-evaluation but his result of re-evaluation is not declared before the next examination and he appear in next examination in the paper(s) in which he had failed, the better of the two scores 'Re-appear Score' or 'Re-evaluation Score' would be taken into account.

**INSTRUCTION :- ONLY ONE FORM BE USED FOR ONE OR MORE SUBJECT (S) PAPER(S) AND IT SHOULD BE SPECIFICALLY MENTIONED WHETHER THE CANDIDATE HAS ALSO APPLIED FOR RE-EVALUATION IN THE LOWER/HIGHER EXAMINATION IN ADDITION TO THIS APPLICATION.**