

HIMACHAL PRADESH UNIVERSITY
GYANPATH, SUMMER HILL, SHIMLA-171005

Application form for Re-evaluation/Re-checking
[For details of fee updates visit www.hpuniv.nic.in]

Note:

1. Please read the rules and instructions as contained in the paragraph 6.69 and 6.70 of the First Ordinances of the University, if so desired.
2. This application form must be filled in by the candidate himself/herself strictly as per the instructions given and incomplete form may not be entertained.
3. Original result card must be enclosed with this form.
4. IPO's/ Bank Draft should be drawn in favour of the "**Finance Officer, H.P. University, Shimla-5**" on account of re-evaluation/re-checking fees.
5. Please enclose self addressed envelopes 4" x 9" alongwith this form.
6. The Re-evaluation form be sent to the Asstt./Dy. Registrar, Re-evaluation Branch, H.P. University, Gyan Path, Summer hill, Shimla – 171 005 and envelope should be superscripted "Form for Re-Evaluation".

Fee For:

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|--|--------------------|
| 1. Re-evaluation of Certificate/Diploma/Bachelor's Degree Courses (Per Paper): | Rs. 300.00 |
| 2. Re-evaluation of Master's Level Degree Courses (Per Paper): | Rs. 400.00 |
| 3. Re-checking of Answer Books (UG Courses/ PG Courses) (Per Paper): | Rs. 400/Rs. 500.00 |

Particulars of the Candidate

1. Name of the Candidate (In Block Letters) _____
2. Father's Name (In Block Letters) _____
3. Name of the Examination _____
4. Examination Roll No. _____ Year & Session _____
5.

Subjects Offered	Marks Obtained
_____	_____
_____	_____
_____	_____
6. Particulars of the subject in which re-evaluation is sought:

Subjects Offered	Marks Obtained
_____	_____
_____	_____
_____	_____
7. Date of Issuance of the mark-sheet by the University _____ Serial No. of the marksheet _____ which is enclosed.
8. Amount of Re-evaluation fee Rs. _____ IPO's/Bank Draft/Cash receipt No. _____ dated _____ remitted/deposited.
9. Address for Correspondence _____
_____ **Mobile No.** _____
10. Specimen handwriting of the Candidate _____

(Signature of the Candidate)

Instructions

1. One should divided in A, B & C Papers Re-evaluation/Re-Checking fee will be charged paper-wise separately for A, B & C papers.
2. If a Candidate feels that his/her script has not been fairly evaluated, he/she may apply within 21 days of the declaration of general result/gazette notification by the University apply to the Asstt./Dy. Registrar (Re-evaluation) in the prescribed application form accompanied by the detailed marks card in original and fee as prescribed by the University per paper/course for re-evaluation/re-checking and avail himself/herself of this concession offered by the University.
3. A defaulting student will not be entitled to apply for re-evaluation/re-checking after the expiry of the normal date i.e. after 21 days from the date of the declaration of the general result of the class concerned, if result has been declared for his own fault i.e. due to non-supply of the registration number and balance fee etc.
4. The score of evaluation shall supersede the original score provided that in case of a candidate securing pass or more marks on original evaluation, the downward revision on re-evaluation shall not go lower than the level of the pass awards in the paper concerned. Whatever be the change in awards after re-evaluation the same shall be conveyed to the candidate.
5. A candidate who applied for re-evaluation shall not be entitled to claim any retrospective benefit such as admission/promotion to any course/class, eligibility to sit for the medical college entrance test or the grant of scholarship/awards/medals etc. on the basis of the declaration of the result of the re-evaluation. Further that the declaration of the result of re-evaluation shall not be considered as a time bound process. In case the re-evaluation result is received after the commencement of the subsequent examination which the applicant has taken out of the examination, the result that is advantageous to the applicant will be conveyed to him.
6. A candidate whose answer book is not available for re-evaluation due to any reason beyond the control of the University, may be allowed by the Pro-Vice Chancellor/ Vice-Chancellor either:
 - a. To-re-appear in the same paper at the next examination without payment of the 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 re-appears.
 - b. To have his fee refund in full.
7. No further re-assessment shall be allowed after the awards of re-evaluation has/have been received.

IMPORTANT NOTE :- The examination form complete in all respects should be sent to the Controller of Examinations , H.P. University, Shimla-171005 (HP).

Controller of Examinations