

SEPARATE FORM MUST BE
SUBMITTED FOR EACH SUBJECT

CENTRE CODE No.



மனோன்மணியம் சுந்தரனார் பல்கலைக்கழகம், திருநெல்வேலி

MANONMANIAM SUNDARANAR UNIVERSITY FORM 'B'

APPLICATION FOR REVALUATION

PART - A

(To be filled in by the Candidate)

1. Name of the Course :
2. Branch :
3. No. of the Semester :
4. Register No. :
5. Subject Code for which
Revaluation is required :
6. Expansion of the Subject Code :
7. Marks Secured :
8. Name of the College :
9. Name of the Applicant :
10. Month and Year of Examination :
11. Residential Address :

12. Particulars of fee paid

Amount : Rs.

Name & Place of the Bank:

Date of Payment :

Demand Draft / Chalan Number :

Signature of the Candidate

PART - B

(To be filled in by the Principal of College / Director)

Xerox Copy of the Valued Answer Script

was received by the college on

Signature of the Principal / Director

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MANONMANIAM SUNDARANAR UNIVERSITY, TIRUNELVELI
GUIDELINES FOR APPLYING FOR REVALUATION AND
FOR XEROX COPY OF THE VALUED ANSWER SCRIPT

1. If Candidate needs the Xerox of the Answer Script he / she should apply for the same in Form A.
2. There is no revaluation for practicals.
3. Students desirous of applying for Revaluation must first apply for a copy of their valued answer scripts.
 - a. The application must be sent in the format of the Proforma enclosed :
 - b. A Demand Draft for Rs. 200/- in favour of THE REGISTRAR, MANONMANIAM SUNDARANAR UNIVERSITY Payable at TIRUNELVELI must be sent along with the application proforma.
 - c. Candidate's Name and Register Number should be written on the TOP LEFT CORNER AT THE BACKSIDE OF THE DEMAND DRAFT.
4. A Candidate can apply for xerox copies of any number of papers. However separate application along with fees must be sent for each paper.
5. Requisition for the copy of the valued answer script must reach THIS OFFICE on or before the date stipulated by the office.
6. The fee once paid will not be refunded or adjusted for any subsequent application under any circumstances.
7. The application proforma duly filled should be forwarded to THIS OFFICE only through the College.
8. As per the Candidate's requisition, the copy of the valued answer scripts will be sent to the respective colleges for onward transmission to the candidate immediately.
9. After scrutinizing the answer scripts, if he / she further wishes to apply for Revaluation, he / she should apply for revaluation along with D.D. as follows.
 - a. The application for Revaluation should be sent in the format of the proforma enclosed.
 - b. A Demand Draft Rs. 200/- in favour of THE REGISTRAR, MANONMANIAM SUNDARANAR UNIVERSITY payable at TIRUNELVELI must be sent along with the application.
 - c. Candidate's name and Register Number should be written on the TOP LEFT CORNER AT THE BACK SIDE OF THE DEMAND DRAFT:
 - d. His / Her request, forwarded by the Principal of the College, should reach this office on or before the date stipulated by this office.
10. ORIGINAL MARKS STATEMENT should NOT be enclosed along with the application.
11. The Candidate is asked to collect the result of the revaluation from the college concerned.
12.
 - a. Final Semester Candidate who completes the Course after revaluation should at once send his/her ORIGINAL Marks Statement to the Controller of Examinations to get a fresh revised Statement of Marks.
 - b. Other Candidate who pass a paper or get higher marks in a paper after revaluation will NOT be given a revised Marks Statement. The Higher marks obtained will be entered in the Statement of Marks issued for the subsequent examinations.
13. Candidates who have applied for revaluation need not wait for the outcome of the Revaluation. To be on the safe side, they must automatically register for the next examination within the stipulated time.