

RE-CHECKING APPLICATION FORM

Application No.: _____

Date: ____ / ____ / ____

STUDENT INFORMATION

1. Student Name: _____
2. Father's/Mother's/Guardian's Name: _____
3. Date of Birth: _____ / _____ / _____
4. Enrolment/Registration No.: _____
5. Roll Number: _____
6. Programme/Course Name: _____
7. Examination Session: _____
8. Examination Month & Year: _____
9. Study Centre/Examination Centre: _____
10. Mobile No.: _____
11. Email (if any): _____

Subject(s) for Re-Checking

1. Subject Name _____
2. Marks Obtained _____

Reason for Applying

- ☐ Suspected error in total marks.
- ☐ Verification that all answers attempted have been evaluated.
- ☐ Verification of marks transferred correctly to the mark sheet.
- ☐ Correction of clerical/computer/data entry error (if any).
- ☐ Other: _____

RE-CHECKING APPLICATION FORM

Declaration by the Student

I hereby request the organization to re-check my examination result for the above-mentioned subject(s). I understand and agree that:

1. Re-checking is limited to:
 - Verification of total marks.
 - Verification that all attempted answers have been evaluated.
 - Verification of correct transfer of marks.
 - Correction of clerical, calculation or data-entry errors, if any.
2. Re-checking does not include re-evaluation, reassessment or re-examination of the quality or content of answers.
3. The decision of the Examination Department after re-checking shall be final and binding.
4. I declare that the information furnished by me is true and correct.

Student's Signature

Name: _____

Signature: _____

Date: ____ / ____ / ____

Place: _____

* NOTE – Attach the copy of your result.

RE-CHECKING APPLICATION FORM

FOR OFFICE USE ONLY

Application No.: _____

Date of Received: _____ / _____ / _____

Contribution Received: ₹ _____

Receipt No.: _____

Application Verified By: _____

Remarks: _____

Result of Re-Checking:

☐ No Change in Marks

☐ Marks Revised

Revised Marks (if applicable): _____

Authorized Signatory

Name: _____

Designation: _____

(Signature & Official Seal) _____