



SGT UNIVERSITY

SHREE GURU GOBIND SINGH TRICENTENARY UNIVERSITY
GURGAON, DELHI-NCR
(Established by the Haryana Act No.8 of 2013)

DRAFT RULES FOR RE-EVALUATION OF THEORY PAPER(S)

1. Scope and object of Rules:

These rules shall be called as the Re-evaluation Rules for Theory Examination Paper(s) of SGT University, Gurgaon.

The object of these rules is that in case a student is not satisfied with the marks awarded to him/her vis-a-vis his performance in theory paper, he may have an opportunity of getting his/her answer script of the concerned paper re-evaluated. Same as provided in the first ordinance of the university.

These rules will not apply to:-

- (i) The courses wherein the Ordinance/Scheme of Examination of the concerned course doesn't allow re-evaluation of the answer scripts;
- (ii) It will not be applicable in the papers where there is joint evaluation by two examiners; and
- (iii) Practical/Viva/Field work/Dissertation/Research Project etc.

2. Fees:

- a) There shall be a fee of ₹ 1000 per paper. In case a paper having parts/more than one answer book, there shall be separate fee for each of such answer book.
- b) Fee once paid in this regard is not refundable except under the circumstances wherein the re-evaluation is permissible under the rules, but, the University is not in a position to get the re-evaluation done due to some administrative or technical reason(s).

3. Mode of Application:

Request for re-evaluation should be made on the prescribed form. It should be submitted within 10 days from any of the following dates whichever is earlier:-

- (i) Date of issuance of the detailed marks card; or
- (ii) Uploading of the subject-wise detail on the University website; or
- (iii) Supply of subject-wise detail to the concerned Dean of Faculty/Head of the Department/Principal of the Collage, as the case may be

It is a one time opportunity to the students and request for all of such papers wherein re-evaluation is requested should be made in a single application form and no subsequent request/application shall be accepted.

The application should be submitted through the concerned Dean of Faculty/Head of the Department/Principal of the Collage, as the case may be.

An application submitted either after the due date or an application without fee or the incomplete application shall be rejected summarily and fee paid shall not be refunded in such cases.

The option once exercised by the student in this regard shall be final and it cannot be withdrawn thereafter. As soon as a student makes an application for re-evaluation, it shall be deemed that he/she has surrendered his/her original result and the re-evaluated result shall be binding upon him.

4. Mode of Re-evaluation:

A. Evaluation

- i. Original examiner/evaluator will not be the re-evaluator.
- ii. The answer book for re-evaluation will be sent to the first re-evaluator and in case marks awarded by the original evaluator and first re-evaluator varies more than (\pm) 10% of the maximum marks, the answer script will be referred to the second re-evaluator. Again the second re-evaluator will be other than the original examiner and the first re-evaluator.

B. COMPUTATION OF MARKS/AWARDS:

The final award/marks shall be determined as under:

- (i) If the award of the Revaluation varies from the Original award up to \pm 5% of the original award, the result will be declared as "NO CHANGE"
- (ii) If the award of the first re-valuator is beyond \pm 5% and up to \pm 10%, the average of the marks of original examiner and the first Re-valuator will be taken as final award.
- (iii) When the marks awarded by original examiner and the first re-evaluator varies more than (\pm) 10% of the maximum marks, and the answer book has been referred to the second re-evaluator, average of the two best scores, out of the original evaluator, first and second Re-evaluators, would be the final award/marks.

Example: In case the Max. Marks are 100 in any paper and the original examiner/evaluator has awarded 40 Marks, the first evaluator awarded 52 Marks and the second re-evaluator has awarded 35 Marks, the final score would be 46 Marks i.e. average of the original examiner/evaluator and the first re-evaluator as marks awarded by both of them are the best score out of the three examiners.

- (iv) If it is more than \pm 5% of the Max. Marks, in that case, it will be considered and the result/marks will be revised accordingly, however, in case due to this increase/decrease of more than \pm 5% marks, the status of result in a particular paper does not change from fail to pass, the result will be declared as "NO CHANGE".
- (v) The re-evaluation award is the final award and the candidate is bound to accept it and he cannot claim the original awards thereafter.
- (vi) In case the re-evaluation result is delayed and next supplementary examination fallen due the candidate has the option to appear in the supplementary examination and in that case he will be entitled for the best score out of the re-evaluated and supplementary result/score.

5. Interpretation/Clarification:

The Vice-Chancellor is authorized to interpret or clarify these rules wherever it is necessary and such interpretation/clarification shall be final and shall also be deemed as part of these rules.



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APPLICATION FORM FOR RE-EVALUATION OF THEORY PAPER(S)

CANDIDATE SHOULD CAREFULLY GO THROUGH THE INSTRUCTIONS & RULES PRINTED OVERLEAF BEFORE FILLING IN THIS FORM.

This application is TO BE FILLED IN AND SIGNED BY THE CANDIDATE ONLY. Application submitted on behalf of the candidate, as also incomplete application, will be rejected summarily without any further reference.

1. Name of Candidate (Block letters) Mr. /Mrs. / Miss
2. Father's Name
3. Name of Exam. Sem. / Annual / Supp.(with Exam. Session)
4. University Exam. Roll No. 5. Sem./Year
6. Result 7.Name of Faculty/Deptt. /College
8. Fee receipt No. Date Amount ₹
8. Detail of papers for which Re-evaluation is being applied

Sr. No.	Title of Paper/Subject (With Code)	Maximum Marks	Marks Obtained

9. Whether detailed marks card has been issued, if yes, please attached

DECLARATION-CUM- UNDERTAKING

I have carefully read rules regarding revaluation printed overleaf and I agree to be governed by the same. I am fully aware that as a result of seeking revaluation the original marks secured by me can also be reduced. I undertake to surrender my original result and to accept the final result when declared by the University as a result of revaluation applied for by me, as per rules laid down in this behalf.

Address.....
 (IN BLOCK LETTERS) with Pin Code address
 Tel. No. /Mobile.....

(Signature of Candidate)

Certified that the particulars of the students given as above are correct as per record of this office and he/she has signed in my presence.

Dean/Principal / H.O.D.
(Signature with Rubber Stamp)