



# COTTON UNIVERSITY

(Erstwhile Cotton College and Cotton College State University)

Panbazar, Guwahati, Assam-781001

[www.cottonuniversity.ac.in](http://www.cottonuniversity.ac.in) :: 0361-2733588 :: [ce.ccsu@gmail.com](mailto:ce.ccsu@gmail.com)

Form No:Ex6

## APPLICATION FOR RE-EVALUATION OF END-SEMESTER PAPERS

**Note:** Please carefully read the Rules & Regulations, given overleaf, relating to re-evaluation of answer scripts.

Applicant's Details			
Applicant's Name		Enrolment No:	
Applicant's Specimen Handwriting: (Please write fifteen different words)			
.....			
.....			
General Particulars of the Examination			
Exam Name	B.A./ B.Sc. /B.C.A./M.A./ M.Sc./ M.C.A./ Dip/ PG Dip/ Cert/.....[Use tick 'v' which is applicable]	Year	20.....
		Semester	I/ II/ III/ IV/ V/ VI [Use tick 'v' which is applicable]

Re-Evaluation Details							
Sl. No. (1)	Core Sub (2)	Elect Sub (3)	Paper Code (4)	Paper Name (5)	Exam Grade (6)	Re-Eval Grade (7)	Signature of evaluator (8)

- Candidates should fill up columns 1 to 6 giving details of the papers for which re-evaluation is sought; columns 7 and 8 will be filled up by the office of the Controller of Examinations.

### Fees Payment Details:

Receipt/Challan No : ..... Dated ..... Amount Rs. ....

(Amount in words: Rupees.....) only.

DECLARATION	VERIFICATION
<p>I, ....., daughter/ son of ....., hereby declare that I have carefully gone through the Rules &amp; Regulations given overleaf, and I undertake to abide by them. The results of re-evaluation shall be binding on me.</p> <p>Date: Place:  Full signature of Applicant</p>	<p>Certified that:</p> <ol style="list-style-type: none"> <li>The application of the candidate has been verified and is in accordance with the Rules &amp; Regulations for re-evaluation.</li> <li>The original grade sheet of the candidate is enclosed.</li> </ol> <p>Date:  Signature &amp; Seal of Place: Guwahati/HOI/ HOD</p>



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## **RE-EVALUATION RULES & REGULATIONS, CU, GUWAHATI**

1. A student has the option of appealing to the Controller of Examinations for re-evaluation of his/her answer script on payment of a prescribed fee. This application must also be made by the student within 15 days of the declaration of the results.
2. The University will appoint an examiner for re-evaluation and will only consider and recognize evaluation done by a University appointed examiner.
3. There will be no re-evaluation of practical examinations. However, candidates who either fail in the practical examination or wish to appear again may do so next year.
4. Application for re-evaluation may be made in the prescribed form accompanied by a fee of Rs 600 per paper to be paid by a ICICI bank Challan which can downloaded from the website.
5. After screening the application for re-evaluation, the Controller of Examinations may send the answer script(s) of the candidate to examiners appointed by the Controller of Examinations and approved by the Vice-Chancellor. The grades given after re-evaluation will be final and binding.
6. The University authority shall endeavor to declare the results of re-evaluation as early as possible.
7. Result of re-evaluation paper(s) and other relevant documents shall be sent to the HOD/HOI of the College/University through whom the form was forwarded. Grade-sheet shall not be issued to student(s) directly from the University Office.
8. A candidate shall be eligible for re-evaluation in a maximum of two end-semester papers in a particular semester of an examination.
9. A Xerox copy of the answer script can also be obtained by applying for it through the HoD/ Hol and payment of a fee of Rs. 150/- per paper.

Sd/-  
Controller of Examinations  
Cotton University,  
Guwahati 781 001  
[coe@cottonuniversity.ac.in](mailto:coe@cottonuniversity.ac.in)

REMITTER'S COPY		
	<b>COTTON UNIVERSITY</b> Panbazar, Guwahati-01	
<b>BRANCH SOL ID:</b>		
ACCOUNT NO. <b>0036SLFEECOL</b> INSTITUTE NAME: <b>FCCSUG</b>		
PAN NO. OF THE INSTITUTION: <b>AAAGC0832M</b>		
GSTIN OF THE INSTITUTION: <b>18SHLC02418D1DL</b>		
REMITTER'S NAME		
CHALLAN NO. / ENROLL NO. <small>(for new applicants) / (for existing students)</small>		
<b>COURSE/ SECTION: RE EVALUATION FEE</b>		
<b>CLASS/FEE CODE</b>	<b>PARTICULARS</b>	<b>AMOUNT (Rs.)</b>
<b>004</b>	<b>RE EVALUATION FEE</b>	
<b>Cash details:</b>		
<b>Denomination</b>	<b>Amount</b>	
2000 X		
500 X		
100 X		
50 X		
20 X		
10 X		
5 X		
Coins		
<b>TOTAL</b>		
AMOUNT IN WORDS:		
CHEQUE / PO / DD NO. & DATE		DRAWN ON: PAYABLE AT:
CONTACT NUMBER	SIGNATURE OF THE REMITTER	
<b>FOR BANK USE ONLY</b>		
<b>BRANCH NAME</b>	<b>BRANCH CODE</b>	<b>DATE</b>
<b>AMOUNT (Rs.)</b>		
<b>TRANSACTION ID:</b> <small>[MANDATORILY FILLED BY BANK OFFICIALS]</small>		
SIGNATURE /STAMP ICICI BANK LTD.		

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