

**Instructions to Candidates Receiving Photocopy of Answer Script(s)**

1. Check whether the photocopy of the answer script supplied belongs to you, including the correct subject for which you have applied.
2. Check whether marks have been entered for every question number (including sub-divisions) on the front page, corresponding to all answers written & totalling of marks.
3. If you find any mistake, omission, or error in any of the items mentioned in Sl. No. 1&2, you are directed to report it to the COE office through the respective dept. HoD.
4. The valuation in the photocopy of the answer script may be verified by the subject expert. If the expert is convinced that the script deserves higher marks than the awarded marks, the faculty may recommend applying for Revaluation in the prescribed format given below.
5. The marks awarded after revaluation which takes into account all aspects of valuation (including omission if any) is final. No representation will be entertained.
6. Photocopy of the Revalued Answer Scripts will not be supplied under any circumstances.

**Recommendation For Revaluation Form (To be Filled By Faculty)**

<b>Register No:</b>		<b>Name:</b>					
<b>Sub.Code&amp;Name:</b>							
<b>Part A</b>		<b>Part B</b>					
Q.No	Marks	Q.No		i	ii	iii	<b>Total</b>
1		11	a				
2			b				
3		12	a				
4			b				
5		13	a				
6			b				
7		14	a				
8			b				
9		15	a				
10			b				
-	-	16	a				
-	-		b				
<b>Total</b>		<b>Total</b>					

Based on the scrutiny of the photocopied answer script and detailed evaluation of each question, I hereby certify that:

➤ The student's answer script contains answers that genuinely deserve higher marks than those awarded in Valuation-I. Therefore, the script is:

<input type="checkbox"/> RECOMMENDED/ <input type="checkbox"/> NOT RECOMMENDED		<b>Grand Total</b>	
<b>Forwarded by Faculty</b>		<b>Verified by HoD</b>	
<b>Name</b>			
<b>Signature</b>			
<b>Faculty Code</b>			

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