



GTN ARTS COLLEGE (AUTONOMOUS)

Old Karur Road, Dindigul - 624005.

REVALUATION APPLICATION FORM

NAME OF THE STUDENT :

REGISTER NUMBER :

DEPARTMENT :

Name of the subjects	Subject Code	Applied For		Amount Rs.
		Photo Copy Rs.400 per paper	Revaluation Rs.400 per paper	
TOTAL				

DECLARATION BY THE STUDENT

I have clearly read rules regarding revaluation printed overleaf and agreed to be governed by the same. I undertake to surrender my original result and to accept the final result when declared by the college as a result of revaluation applied for, by me as per the rules laid down in this behalf.

SIGNATURE OF THE CANDIDATE
WITH DATE

SIGNATURE OF THE H.O.D WITH DATE :

ENDORSEMENT BY THE PRINCIPAL :

GUIDELINES FOR OBTAINING PHOTOCOPY OF THE ANSWER SCRIPT

Candidates seeking Photocopy of the answer scripts are advised to go through these rules and regulations before they apply

1. Photocopy is allowed only for theory papers in PART I, II and III.
2. Select the papers carefully in which you wish to seek the Photocopy. No second application for additional papers would be accepted.
3. Application to obtain Photocopy of answer scripts has to reach College Office within 7 working days of publication of results.
4. The application is to be filled in by the candidate in his/her own hand-writing and not by any one else on his/her behalf.
5. Entries made by the candidate is to be verified by the HOD and forwarded to the Principal for his endorsement
6. Prescribed Fee for obtaining Photocopy of answer scripts Rs.400/-per paper.
7. The fee should be paid ONLY Through DD in favour of “**G.T.N. ARTS COLLEGE AUTONOMOUS EXAMINATION FEES**” . The fees once paid will not be Refunded or adjusted for subsequent examination under any circumstances.
8. The D.D to be attached with the Application Form and submitted to the College Office.
9. The Photocopies of the answer script will be sent to the respective departments by Office of COE and the same can be obtained from the HOD within two days of the submission of the application to Office of COE.

GUIDELINES FOR APPLYING REVALUATION OF THE ANSWER SCRIPT

Candidates seeking revaluation are advised to go through these rules and regulations before they apply

1. Revaluation is allowed only for theory papers in PART I, II and III.
2. Select the papers carefully in which you wish to seek the revaluation. No second application for additional papers would be accepted.
3. Revaluation is to be applied for within 15 working days of publication of results.
4. The application is to be made by the candidate in his/her own hand-writing and not by any one else on his/her behalf.
5. Entries made by the candidate is to be verified by the HOD and forwarded to the Principal for his endorsement
6. Prescribed Fee (exclusive for revaluation application) Rs.400/-per paper.
7. The fee should be paid ONLY Through DD in favour of “**G.T.N. ARTS COLLEGE AUTONOMOUS EXAMINATION FEES**” .The fees once paid will not be Refunded or adjusted for subsequent examination under any circumstances.
8. The D.D to be attached with the Application Form and submitted to the College Office.
9. Candidate to be aware that when applying for revaluation, He / She **SURRENDERS** the original performance and will now accept the revised performance in which
 - (a) There can be **NO CHANGE** in the marks (or)
 - (b) There can be **INCREASE** in the marks