Cosmopolitan's

Valia C L College of Commerce & Valia L C college of Arts

D.N.Nagar, Andheri (W), Mumbai – 400 053.

11th December 2023

NOTICE

Application for Photocopies / Revaluation of Assessed Answer Books

Sem. End Examination Regular Semester III and Sem I/II/III/IV (ATKT)

Second Half of 2023

(B.Com(A&F)/BMS/BAMMC/BSc.IT)

Application for Photocopy (Xerox copy)

Students who have appeared for the above-mentioned examination and are interested in obtaining photocopies / xerox copies of their assessed answer books must submit their applications in the prescribed form (available in the college office). The fee for the photocopy is Rs.100/- for the Open category and Rs.50/- for the Reserved category (certified copy of caste certificate is compulsory) **students per answer book. The form duly filled in and signed by the applicant examinee only along** with the fee must be submitted to the college office on working days between Tuesday 12th December 2023 and Thursday 14th December 2023 from 9.30 a.m. to 12 noon.

Applicants may collect their Xerox copies in person from Mrs. Aarti Patkar on Saturday 16th **December 2023 between 10.30 a.m. and 11.30 a.m. from the examination room against their** Identity Card and original fee receipt. On receipt of the photo copy if students notice any of the following discrepancies (Mistake in totaling and / or non-assessment of answers to question / s or sub question / s) they can apply for rectification. The application for rectification in the prescribed form (available in the college office) along with the Xerox copy of the answer book and copy of Question paper should be submitted in the college office on or before Tuesday 19th December 2023 between 9.30 a.m. and 12 noon. The results after verification and rectification will be displayed on Wednesday 3rd January 2024.

On rectification of the result as per the provisions above, the candidate if becomes eligible can apply for revaluation within **seven** working days from the date of receipt of the rectified result.

Application for Revaluation

Students who have appeared for the above-mentioned examination and are interested in applying for reevaluation of their answer books must submit their applications in the prescribed form (available in the college office). The fees for revaluation is Rs.500/- per subject in case of open category students and Rs.250/- in case of reserved category students (certified copy of caste certificate is compulsory).

The form duly filled in and signed by the applicant examinee only along with the fee, copy of statement of marks and question paper of the subject/course for which he/she intends to apply must

be submitted in the college office between Tuesday 12th December 2023 and Thursday 14th December 2023 from 9.30 a.m. to 12 noon. Results after revaluation will be displayed on Wednesday 3rd January 2024.

Students can apply independently for photocopy or revaluation or both.

Rules and Procedure for providing the Photo copy/Xerox copy of assessed answer book/ s

1. Xerox copies shall be provided for theory papers only.
2. Incomplete application form shall be rejected without assigning any reason and the fees paid shall not be refunded.
3. It will also be the responsibility of the student to collect the statement of marks from the college and apply for photo/Xerox copy/ies or/and revaluation within stipulated time.
4. No application after the due date will be entertained on any ground whatsoever.
5. On receipt of Photo/Xerox copy/ies the applicant examinee shall be the sole custodian of it and under any circumstances the examinee shall not part with the custody/possession of the same and also shall not use the same for any other purpose/s.
6. The Photo/Xerox copy/ies so obtained by the examinee shall be for his/her exclusive and relevant use. Neither the said examinee nor any other person can use the said copy to dispute or challenge the quality of assessment or quantum of marks assigned to the answers therein.
7. If the examinee is found guilty of indulging in any unfair act/attempt he/she shall be liable to be tried before the Unfair Means Inquiry Committee of the college and the decision taken by the authorities based on the recommendation of the said committee shall be final.
8. If his/her indulgence/commission in unfair act/attempt is proved, the examinee shall be liable for the punishment ranging from (i) cancellation of his/her marks in the said subject, either originally granted or granted on revaluation as the case may be, (ii) annulment of examinations for a stipulated period of maximum up to 5 examinations (iii) cancellation of his/her result of the examination etc.
9. The examinee is free to apply for Photo/Xerox copy/ies of answer books of as many subjects as he/she so desires.

Rules and Procedure for the Revaluation of answer book/s

1. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation.
2. This revaluation facility shall be for theory papers only.
3. On rectification of the result the candidate can apply for revaluation within seven (7) working days from the date of receipt of the rectified result.

BBandekar

I/c Principal

11/12/2023.