BHARATHIAR UNIVERSITY : COIMBATORE – 641 046.

APPLICATION FOR RETOTALLING OF MARKS AND SCRUTINY FOR SCHOOL OF
DISTANCE EDUCATION CANDIDATES ONLY.

READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE APPLICATION FORM

1. Name of the candidate   :

2. University Register No.   :

3. Examination Centre   :

4. Degree and Branch of Study :

5. Semester/year, month & year of   :
   Examination   :

6. Particulars of fee paid   : a. DD/Challan No.

                                            b. Date   :

                                            c. Amount   : Rs.

                                            d. Name of the Bank:

7. Subject/s for which Retotalling:
is requested   :

Sl.No.	Name of the subject/s	Subject[s] code	Marks secured

8. Address to which communication :
   is to be sent.

PLACE: Signature of the candidate
DATE :

INSTRUCTIONS TO APPLY FOR RETOTALLING OF MARKS

1. a. The request for Retotalling of marks should be sent in the prescribed application form.

   b. A Demand Draft for Rs.225/- per paper (Rs.200/- as fee for retotalling and Rs.25/- for cost of application) drawn in favour of THE REGISTRAR, BHARATHIAR UNIVERSITY payable at COIMBATORE must be sent along with the application.

   c. Name and Register Number of the candidate should be written on the top left hand corner at the backside of the demand draft.

2. Original Mark statement SHOULD NOT be enclosed.

3. Requisition for retotalling of marks must reach the Controller of Examinations with in 7 days from the date of publication of results.

4. The candidate may apply to register for the subject, in which retotalling is sought, in the next examinations within the stipulated time without waiting for the results of retotalling.

5. There is no provision for retotalling of marks in practical examinations papers.

6. Incomplete/defective application will be rejected and the retotalling fee will neither be refunded nor adjusted towards any fee due to the University currently or in the future.

7. The application duly filled in should be submitted only to the CONTROLLER OF EXAMINATIONS, BHARATHIAR UNIVERSITY, COIMBATORE – 641 046 directly.