



Examination Branch
Amlah Road, Mandi Gobindgarh, Fatehgarh Sahib, Punjab
 Contact: 01765-521957 email: examsupport@deshbhagatuniversity.in
APPLICATION FOR RE-EVALUATION OF ANSWER BOOKS

* Re-Evaluation fee @Rs.2000/- Per Subject for all Courses

* Candidate should deposit fee at **Desh Bhagat University** Cash Counter or send through crossed payee's account bank draft in favour of the Registrar, Desh Bhagat University, Mandi Gobindgarh or pay Online through easy pay Link
<https://eazypay.icicibank.com/eazypayLinkPI=DY4fdffYaE3YcukucYEaEw==> = =

1 .PARTICULARS OF THE APPLICANT
Name (In Capital Letters):
Father's Name
Mother's Name:
Examination:
Roll.No:
Date of declaration of Main Result
Year/Session:
Semester:
Result: Pass/Fail/Re-appear.
Have you Appliedfor Re-Checking? Yes/No

2. Check list forthe candidates Tick { } a) Detailed Marks Card { } b) Draft attached with particulars { } on the back side c) Subjects/Options mentioned { }
3. DETAILS OF FEE REMITTED AmountRs. _____ _____BankDraft No. _____ Date _____ DBU. fee receiptNo. _____ Date _____ Online Fee Payment Details _____ Date _____ Note: Attach original Fee receipt/Bank Draft mentioning full particulars i.e. Name, Roll No., Class, session on the back of the draft

SUBJECT (S)/ PAPER(S) IN WHICH RE-EVALUATION IS SOUGHT		
SUBJECT (S)	PAPER i.e. A, B, or C	MARKS OBTAINED

Declaration: I solemnly declare that I have carefully read instructions supplied with this application form and undertake to abide by them and the result of re-evaluation shall be binding upon me.

Complete Address for Correspondence _____ Signature of the Candidate
 _____ Date: _____
 Pincode _____

Controller of Examination

IMPORTANT INSTRUCTIONS FOR THE APPLICANT
(Read carefully the following instructions before filling up the Re-evaluation Form)

1. Re-evaluation is not permissible in case of Practical examinations in different subjects or Paper(s), sessional marks, internal assessment, project report, dissertation, thesis and viva-voce etc.
2. Incomplete application form will not be entertained.
3. The result of re-evaluation will be communicated to the candidate soon after it is declared. No interim communication to this effect will be entertained. The candidate is, however, advised to plan his/her future program in accordance with his/her original result already communicated by this office till it is actually superseded by the result of re-evaluation.
4. A candidate may seek Re-evaluation of Answer Book (s) by downloading the form and submit the same duly filled in and accompanied by required fee in cash at Desh Bhagat University Fee Counter or through bank draft favouring the **Registrar, Desh Bhagat University, Mandi Gobindgarh**, drawn preferably on the State Bank Of India, or any other scheduled Bank at Mandi Gobindgarh to the Registrar, Desh Bhagat University, Mandi Gobindgarh. The application must reach this Office within **15 days** from the date of declaration of result (date printed on, result gazette/notification shall be counted)
5. Applicant must attach the copy or results downloaded from ISIM with re-evaluation form, but must retain with him/her a copy of the same for his/her record.
6. All entries in the re-evaluation application should be complete and correct. The office will not be responsible for the delay/rejection due to deficiency in the form on the part of the candidate. No change in the entries once made by the candidate in the form, shall be allowed after it is deposited with the office. However, the candidate shall be allowed for deletion/addition of subject(s) / paper(s) in the form, within the due date along with the requisite fee for addition of subject(s) / paper(s). The refund of fee in the case of deletion, shall not be allowed.
7. No request for re-evaluation from those candidates whose results are declared late due to omission or negligence on the part of the candidate such as non-payment of fee, non-submission of documents required for the confirmation of eligibility or for non-fulfillment of similar.