

I N S T R U C T I O N S  
(R e-checking of Answer Books )

Before filling in the attached form for rechecking of answer -books, please read the following instructions very carefully:

1. T he prescribed fee, i.e. R s. 250/ - per answer -book + R s. 100/ - for the form downloaded from the internet, should be remitted through **Bank Draft drawn in favour of the Registrar, Panjab University**, Chandigarh and payable at Chandigarh. Part payment of fee is not acceptable.
2. Re-checking is not permissible in case of following: - Practical examinations of different subject/s or paper/s sessional marks, internal as sessment, project report, dissertation, thesis and viva voce.
3. Application for this purpose on the prescribed form should be received by the University *within 30 days of the date on which the result of a particular examination* is declared by the University. T he period of 30 days in this case is counted from the date the result is declared by the University and not the date on which it is published in the newspaper, i.e. the date given on the University Result Notification forms the bas is for calculating this period.
4. The candidate concerned should make sure that the application for rechecking reaches the University office by the prescribed date. Any application received after the due date will not be entertained.
5. The answer -books are rechecked to see if the marks awarded to various answers have been correctly added and if all the answers have been as sessed by the examiner .
6. The answer -books are not shown to the candidates or to anybody else on their behalf or otherwise.
7. Grace marks as admissible under the Regulations are granted automatically, without request, before declaration of the result. No correspondence in this connection is entertained.
8. T he result of rechecking of answer -books is always communicated to the candidates concerned, in due course, through a registered letter.