

Dombivli Shikshan Prasarak Mandal's
K. V. PENDHARKAR COLLEGE OF ARTS, SCIENCE AND COMMERCE,
(AUTONOMOUS) DOMBIVLI

BOARD OF EXAMINATIONS AND EVALUATION

NOTICE

Ref: BOEE /2023-2024/29

Date: 23rd November, 2023.

**SCHEDULE FOR SUBMISSION OF APPLICATION FOR PHOTOCOPIES & REVALUATION
FORMS (UG & PG) FOR THE ATKT EXAMINATIONS OF WINTER SESSION 2023
WHOSE RESULTS ARE DECLARED BY 3rd NOVEMBER,2023.**

Day and Date for issuing and submission of forms	Time	Fess Non-refundable in Rs. (per Subject)	Last day and date of Submission of Form	Required Documents	Date of Issue of Photocopy/ies
Friday, 24 th November, 2023 to Tuesday, 28 th November 2023	11am to 12.30 pm	For Photocopies: 1. Rs.50/- for Open category students. 2. Rs.25for Reserved Category Students.	On or before Tuesday, 28 th November 2023 At Administrative Office (Counter No. 01)	1. Question paper for respective subject 2. Photocopy of ID/Exam Hall Ticket 3. Caste Certificate(if Applicable)	Photocopy/ies will be provided to the students in person only on 30th November, 2023 from Administrative Office Counter No.01 (Timing: 11am to 12.30pm)
Monday, 27 th November 2023 to Tuesday 5 th December, 2023	11am to 12.30 pm	For Revaluation: 1. Rs.250/- for Open category students. 2. Rs.125 for Reserved Category Students.	On or before Tuesday, 5 th December 2023 At Administrative Office (Counter No. 01)	1. Question paper for respective subject 2. Photocopy of ID 3. Caste Certificate(if Applicable)	

Important Note:

1. Students must read the rules (attached herewith along with this notice) before applying for photocopy/ies and/or revaluation of answer book/s.
2. No application after due date will be entertained on any ground whatsoever.



**RULES AND PROCEDURE FOR PHOTOCOPY/IES AND REVALUATION OF
ANSWERBOOK/S. OF SEMESTER END EXAMINATION**

1. Incomplete application forms shall be rejected without assigning any reason whatsoever and the fees paid along with the application form neither shall be refunded or will any representation be entertained.
2. The photocopy/ies shall be provided by the college to the applicant examinee/s in person only and under no circumstances to any other person.
3. On receipt of Photocopy/ies of answer-book the applicant examinee shall be the sole custodian of it and under no circumstances they shall be transferred to any third person or for any other purpose/s.
4. The photocopy/ies so obtained by the examinee shall be for his/her exclusive and relevant use. If the applicant so desires, he/she can use it only for the purpose of getting the redressal of the grievances through the redressal mechanism provided by the College under these rules. Any deviation from this procedure by the applicant shall be constructed as an unfair act on the part of the examinee and shall make him/her liable for appropriate punishment by the College.
5. On receipt of the photocopy, if the discrepancy of following nature is noticed by the examinee, he/she should apply to the Examination Department within Seven (07) working days to the Controller of Examinations along with the fees of Rs. 100/- as the Grievance Redressal fees
 - I. Mistake in totalling
 - II. Non assessment of question or sub-question
6. The examinee shall have to mention clearly in the application form, the reasons of his/her grievances and specify clearly the question-wise his/her points of objection to the valuation done with proper justification.

Fueerai
23/11/2023
Dy. Registrar of Exam



Agarhe
23/11/2023
Controller of Examinations & Evaluation
Controller of Examinations
Board of Examinations & Evaluations
DSPM's K. V. PENDHARKAR COLLEGE (Autonomous)
Dombivli (East)