

**IMPORTANT INSTRUCTIONS FOR  
B. Sc. (Animation)  
I to V Sem. Nov/Dec-2017 R. D. No. 30/11/2017  
STUDENTS & COLLEGE**

**A] Supply of Photocopies of Answer Books.**

The Candidate should submit application to the college within 08 clear days from the date of declaration of result, along with requisite Fee of Rs.100/- per Answer Book/ Theory Paper (Last date 08/12/2017). It is also mandatory to submit online request through his/her user account provided by e-suvidha. **(Pl. Submitted Online form for Photocopies of Answer Books)**

37 The candidate can apply for photocopy of Answer-Book, by getting the result printout from his/her user account provided by e-suvidha. **(The Xerox Copy of Marks Memo not necessary)**

38 The College should forward all the relevant information of the application along with Demand Draft **(Candidates individual D.D. do not be accepted)** collectively to the Controller of Examinations within 10 clear days from the declaration of Result (Last Date: - 11/12/2017).

**B] Revaluation of Answer Books**

39 If any examinee after having receipt of Photocopy(ies) of Answer Books is having grievance regarding the Marks awarded to him, he / she may apply in the prescribed form and format for objection attached with this instruction **(submit separate objection form for each paper)** to the Principal within 5 clear days from the date of issuance of Photocopy of the Answer Books, along with Fee of Rs. 200/- per Theory paper, it is also mandatory to submit online request through his/her user account provided by e-suvidha. **Candidates should not submit photocopy of the Answer Books along with the application.**

40 The application form for grievance Redressal Mechanism (Revaluation) should be submitted along with Xerox copy of Mark Memo only. **The Original Mark Memo will be collect from the candidate and kept in the college.**

41 The College should forward all such applications along with Fee so collected through D.D **(Candidates individual D.D. do not be accepted)** or by Cash, within 8 clear days from the date of issuance of the photocopy of Answer Books to the Controller of Examinations.

42 **If the Marks awarded in revaluation vary by 10% or more of the Original Marks (Marks secured by the examinee) the Marks awarded in revaluation shall be awarded to the examinee.**

**C] Recounting of Marks**

17. The applications should be submitted by the students in the prescribed form along with Fee of Rs. 50/- per Theory paper within 08 days from the declaration of result in the College (Last date :- 08/12/2017). It is also mandatory to submit online request through his/her user account provided by e-suvidha.

18. The College should forward all such applications examination wise i.e. I, II, III, IV, V & VI semester separately along with fee so collected within 10 clear days from the date of declaration of result (Last date :- 11/12/2017).

**D] All the concerned should refer Circular No. Exam/Co-ord./2012/5778, dated 31.07.2012 which is made available on the University Website [www.bamu.net](http://www.bamu.net).**

The last dates prescribed above should be adhered strictly. Applications, CD or e-mailed received after the expiry of the above stipulated date will not be / accepted / considered at all and the University shall not be responsible for any delay on the part of student or College, all should note.

**Note: - The Candidate should not approach to the university directly for any specific problem the candidates may obtained a letter from the principal for contacting the university.**

  
**DIRECTOR**

**Board of Examinations & Evaluation**