

**Dr.Babasaheb Ambedkar Marathwada University, Chh. Sambhajinagar.**  
**IMPORTANT INSTRUCTIONS FOR STUDENTS & COLLEGE M.COM P-18 & P-22 - I to IV-**  
**SEM Mar/Apr-2025 R.D.On 30.06.2025 Students & Colleges**

**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 11/07/2025**). 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**)

1. 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**)
2. 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 Director of Examinations & Evaluation within 10 clear days from the declaration of Result (**Last Date: - 11/07/2025**).

**B] Revaluation of Answer Books**

3. 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.**
4. 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.**
5. 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 Director of Examinations & Evaluation.
6. **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**

7. 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 :- 11/07/2025**). It is also mandatory to submit online request through his/her user account provided by e-Suvidha.
8. 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 :-14/07/2025**).

**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**