

## **PROCEDURE FOR REVALUATION REVIEW**

### **FOR STUDENTS:**

The students who have got 'No Change' or failure in the Revaluation Result and still have confidence of getting pass mark can apply for review. They are advised to follow the following procedure.

1. The candidates who have applied for REVALUATION CUM PHOTOCOPY alone are eligible for review of answer scripts.
2. The answer script is to be valued by a faculty member of the college and he/she should recommend for review with the breakup of marks for each question.
3. A letter to the Principal requesting review of the paper with proper justification should be sent.
4. Enclose a Demand Draft (Review fee) for Rs.3,000/- per script drawn in favour of the Controller of Examinations, Anna University, Chennai 600 025.
5. Submit the letter with the draft to the College within five days from the date of publication of Revaluation Result.

### **FOR COLLEGE:**

1. The Principals are requested to forward only the genuine representations of the students who have obtained the photocopy of the answer script to the Controller of Examinations for further review.
2. The last date for forwarding review request is **within 7 days** from the date of publication of revaluation result.

**NOTE:** The review fee of Rs.3,000/- paid per script will be refunded on getting pass mark in the review of the answer script.

**CONTROLLER OF EXAMINATIONS**