

CIRCULAR

Date: 26.02.2024

All the I yr. B.E/B.Tech., I & II yr. M.E/M.Tech and I yr. MBA students who wrote End Semester Examinations in Nov./Dec. 2023 (Regular and Arrear) and wish to apply for photocopy of the answer script(s) are informed to pay a prescribed fee of Rs.1000 per script in the Accounts department for the same and an application along with the receipt of payment should be submitted to the COE's office to claim the photocopy of the answer script(s). The COE's office will take care of the review process by the faculty members. Students on receiving the answer script(s), after the review process, should go through their script(s) in the COE's office itself and return the scripts to the COE's office.

After the review, students whose answer script(s) are recommended for revaluation should pay a prescribed fee of Rs. 500 per script for revaluation and an application form along with the receipt of payment should be submitted to the COE's office for the same. A student can apply for a maximum of 3 answer scripts for revaluation.

Last date to apply for photocopy of answer scripts : 01.03.2024

Last date to apply for revaluation of answer scripts : 07.03.2024

Note:

Fee for photocopy of answer scripts and revaluation should be made only through online mode in the accounts department.

S. V. Prasad
26/2/24
Principal

Copy to:

Chairperson / Vice Chairman

Advisor / Dean (Academics) / Directors / Deans / COE

All HODs – with a request to circulate among the students.

S.A.O.