

Procedure for Re-valuation and Photocopy application

WINTER 2018 exam

1. Fill up online application for Re-valuation and Photocopy of answer book as per the guidelines in the S/W manual available at <http://192.168.1.234/GCOEJ/> through student login.
2. Take the printout of provisional application for Re-valuation and Photocopy of answer books.
3. Pay the prescribed fees for Re-valuation and Photocopy (Rs 600/- per course for UG and Rs 700/- PG) to the cash section in office.
4. Get the approval remark from Academic and Examination Cell (Dean Academic Office, Cabin No: 219) on the provisional application (attach the photocopy of fee receipt to the application).
5. Ensure your application has been approved by AEC office **on or before 19th Dec 2018 up to 5.00 pm.**
6. Obtain printed acknowledgement for submission of photocopy form from AEC.
7. Collect photocopy of answer book of ESE (Winter 2017 Examination) from AEC **on 21th Dec 2018 at 5.00 pm**
8. As per revised rule; The answer papers for which students had applied for photocopy, will be re-valuation. It is not necessary to apply for challenge to revaluation.



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Copy to:	<ol style="list-style-type: none">1. Programmer to upload on MIS webpage and start the activity2. All Departments.3. Academic and Examination Cell through Dean Academics for confirmation of applications.4. Computer Department for upload on Institute Website.5. Cashier for necessary action.
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