



THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA
Vadodara – 390 002, Gujarat, INDIA

EX18/ 3022

Day & Date: Friday, February 22, 2019

To,
The Deans of the Faculties/Principals of the Colleges
The Maharaja Sayajirao University of Baroda,
Vadodara.

Subject: Amendment in O.195.

Reference: Syndicate Resolution Number 54 dated 29/12/2018.

Madam/Sir,

With reference to the subject cited above, I am directed to inform you that the proposal for amendment in O.195 that is for Verification of Answer-book(s) [Re-checking of answer-book(s)] was place before the Syndicate at it's meeting held on 29th December 2018 vide proposal number 54, the Syndicate has resolved as under:

“Resolved that the proposal of amending the O.195 that for Verification of answer-book(s) [Re-checking of answer-book(s)] as in Appendix-53 of the agenda is approved w.e.f. October 2018 examinations onwards.”

Accordingly, the O.195 is amended to read as under:

1. If any candidate appeared for the University Examination is not satisfied with the University Assessment component, of the answer-book(s) in any Course(s)/Paper(s)/Subject(s), the concerned candidate may apply for the Verification of answer-book(s) in the prescribed form of application to the Registrar, The Maharaja Sayajirao University of Baroda, WITHIN 10 Working Days from the date of Declaration of the concerned Examination Results on The Maharaja Sayajirao University of Baroda Website.
2. All Course(s)/Paper(s)/Subject(s)/Assessment-type(s)/Assessment-method(s) having written component of evaluation shall be covered under the scope of Verification.
3. Application(s) for Verification of Marks/Grades obtained at the Internal Test(s)/Mid-semester Examination(s)/Practical/Viva-Voce etc. shall not be entertained by The Maharaja Sayajirao University of Baroda and not covered under the scope of Verification. However, the concerned Faculty/College/Department/Institute/Center shall evolve methodology for the same so far as possible, as the case may be.
4. The application form for Verification will be available from the Examination Section, University Office on production of fee receipt of the concerned Examination or the same can be downloaded/filled in 'Online' on the University website.

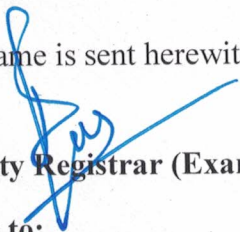
5. The completed form in all respect must be submitted to the Account Section with a fees of INR100/- per Course/Paper/Subject (INR50/- per Course/Paper/Subject for candidates belonging to ST/SC/SEBC/PH and such other reserved category as per the Government of Gujarat from time-to-time, on production of a certificate from competent authorities) [Payable through Online payment mode].
6. In case of a subject consisting of more than one paper, a separate fee shall be paid for each paper and only one application will be made for the purpose.
7. The application for Verification will be accepted for all the course(s)/paper(s)/subject(s) at the concerned Examination, irrespective of the status of the Examinations Results.
8. The application for Verification shall not be entertained by The Maharaja Sayajirao University of Baroda if;
 - 8.1. Application is received after the due date or,
 - 8.2. Application not accompanied by the required fee or,
 - 8.3. The Self-attested Statement of Marks (SoM)/Statement of Grade (SoG) and other relevant details required for.
 - 8.4. Application is not submitted in the prescribed application form.The University shall neither entertain nor enter into any correspondence in that respect whatsoever, as the case may be.
9. According to the procedure of Verification, it is ascertained that;
 - 9.1. If the answer-book(s) in all particular Heads/Questions/Sub-questions/Sections have been examined. [And not for re-examination of answers]. Notwithstanding anything contained here, if any head(s)/question(s)/sub-question(s)/section(s) are observed to be non-evaluated, such answer-book(s) shall be sent for proper evaluation to the concerned Examiner/Chairperson.
 - 9.2. If the marks obtained by candidates in individual Heads/Questions/Sub-questions/Sections of a paper are properly brought forward in the mark-list.
 - 9.3. If the total marks as per individual Heads/Questions/Sub-questions/Sections is accurately made, brought forward and transferred on a mark-list.
 - 9.4. If the Totaling of Marks on the answer-book(s) and/or in the mark-list has been made accurately without any error, as per the scheme of question-paper.
10. If, as a result of the Verification made under this Ordinance, it is discovered that there has been either an omission to examine or marks any answers or a mistake in the totaling of the marks, entire fee for verification shall be refunded to the applicant”.
11. If, as a result of the verification made under this Ordinance, it is discovered that there has been either an omission to examine any question or omission of supplying Marks/Grades to any answer(s) or a mistake in the totaling of the marks, appropriate corrective action of Evaluation/Marking/Grading/Correcting the total, as the case may be, shall be initiated after reporting such negligence to the Vice-Chancellor.
12. In such cases, the fee for Verification shall be refunded to the concerned applicant whose result of a concerned Course/Paper/Subject is getting changed positively or negatively. Else for the cases of 'No Change' the fees paid by the applicant shall be forfeited.
13. The candidates applying for Verification shall give an undertaking in writing to the effect that the result of Verification of answer-book(s) shall be binding and shall be acceptable even if the revised marks and the result is either negative or positive, as the case may be.

14. The result of Verification will be declared as far as possible within a minimum period of six weeks from the last day fixed for the receipt of the application for Verification.
15. Till such time as the result of Verification of answer-book(s) applied for is communicated to the candidate, the original result of the candidate shall be considered unchanged for all purposes.
16. In case of delay in declaration of Verification result(s), it is obligatory for the concerned candidate to apply appearance for next Examinations. In case of the candidate remaining successful in Passing/Completing concerned Course/Paper/Subject and thereby need not to appear for next Examinations, FULL Examination fees paid shall be refunded, even if the concerned candidate has appeared for the next Examination, and the connected result of such non-required appearance shall be treated as Cancelled.
17. In all cases the result of Verification shall be considered as the FINAL Result for the course(s)/paper(s)/subject(s) and/or Examination(s).
18. If the modified result due to Verification of answer-book(s) is declared after the commencement of the next higher academic-term, the candidate shall be eligible to seek admission to the higher class/higher part of the concerned Academic Programme in accordance with the relevant Ordinances, Rules and Regulations framed by the University in that behalf from time-to-time and no claim will be made for making any relaxation in academic requirement for that higher class/higher part of the Academic Programme.
19. This new scheme of Verification will be made effective with immediate effect from the Examinations of October-2018.
20. Preservation of Answer-book(s)
The answer-book(s) of the university examination(s) shall be preserved by the University Examination Section for a period of SIX months [06 months] from the date of declaration of the result of the concerned examination and shall thereafter be disposed of in the manner as decided by the university from time-to-time. The application(s) received after such date (i.e. after completion of preservation period so specified hereinabove) shall not be entertained. The answer-book(s) of those candidates who have made representation under any of the Ordinances or otherwise in stipulated period, his/her answer-book(s) shall not be disposed off, till the resolution of the application.

Note:

Hon'ble Vice-Chancellor is authorized to accept the application for Verification of answer-book(s), even after the elapse of the due date, but within the "Preservation Period" as stipulated above and shall have discretionary power to waive the fees towards Verification.

The same is sent herewith for wider dissemination amongst all concerned.


Deputy Registrar (Examinations)

Copy to:

1. PS to VC / I/c.Registrar
2. Heads of the Departments – through the Dean/Principal – with a request to circulate to all concerned with student put up on NOTICE BOARD.
3. Hon'ble Director, Computer Centre – with a request to upload the amended O.195 on University website.
4. Account Section / Audit Section.