1. The Colleges are instructed to download and print the results from the web portal. Hard copies of the results will not be sent to the colleges from the office of the Controller of Examinations.

2. All the candidates irrespective of the GRADE/MARK secured in the University Examinations can apply for Revaluation.

3. To apply, a student can opt for any one of the following:
   - **Option 1**: Apply for **Revaluation only** with a fee of Rs.400/- per script.
   - **Option 2**: Apply for **Photocopy-cum-Revaluation** with a fee of Rs.700/- per script.

4. Only Candidates who have applied for Photocopy-cum-Revaluation are eligible for the Review for their answer script (by remitting the prescribed fee) after the Publication of the Revaluation Results, if not satisfied with the revalued results. Those who have applied only for Revaluation are not eligible for the review of their answer scripts. The details of the **Review Procedure** will be announced along with the revaluation results.

5. Photocopying and Revaluation work are being carried out simultaneously. If any discrepancy is noticed in the valuation after getting the Photocopy, the same may be brought to the notice of the Controller of Examinations through their respective Colleges within 3 days from the date of receipt of the Photocopy.

6. The candidates can register for the Revaluation/Photocopy-cum-Revaluation only in the COE web portal through the college. The Principals of the Colleges may arrange for the registration of the courses through the COE Web portal. The manual applications will not be accepted by the Office of the Controller of Examinations. After registration the applications have to be generated for each student and the same may be sent to the office of the Controller of Examinations along with the abstract generated for the college and the amount of money for the revaluation/photocopy cum revaluation in the form of demand draft.

The last date for applying for Revaluation is **13-03-2013** and the students can apply from **07-03-2013 onwards.**