



**SRI PADMAVATHI WOMEN'S DEGREE & PG COLLEGE (A), TTD,
TIRUPATI**
(Accredited with NAAC A⁺ Grade)
II Semester End Semester Examinations – April / May, 2025



Application for Revaluation / Retotaling / Personal Identification and Retotaling

(Strike off whichever is not applicable)

(Please read instructions given on the reverse of this page before filling the application)

Name of the Examination (Course, Year & Semester)	
Name of the Candidate	
Register No	
Semester	
Programme	
Month & Year of Examination held	

Clearly state the particulars of the paper(s) for which Revaluation/ Retotaling / Personal Identification and Retotaling is applied (Strike off whichever is not applicable)

Question Paper Code	Title of the Paper	• Revaluation / • Retotaling / • Personal Identification and Retotaling

Amount Paid in Rs..... in the office of Sri Padmavathi Women's Degree & PG College, TTD (A), Tirupati.

Place:

Date:

Enclosures:

- Photocopy of Marks Statement
- Original Fee receipt


Note: The Results of Revaluations may be known to the student through the HOD of the Department with in two months of the last date of receipt of application by the office of the Controller of Examination (COE). No interim enquiries of any kind will be entertained in this regard.

Signature of the Candidate

Head of the Department

INSTRUCTION

1. The candidate who desires to apply for Revaluation / Retotaling / Personal Identification and Retotaling should submit the application to the COE through the HOD of the concerned department. Last date for submission of application is **26-06-2025**.
2. i) Fee for Revaluation per Paper - Rs. 1100/-
ii) Fee for Retotaling per paper - Rs.650/-
iii) Fee for Personal Identification and Retotaling per paper - Rs. 1400/-
3. The College takes utmost care to get the answer script of the candidate revalued and inform the candidate whether the marks are increased or not.
 - **Personal Identification and retotaling:** The candidate will be asked to identify whether the script belongs to her and the total marks posted by the Examiner on the first page is correct or not. Scripts will not be revalued in the case of Personal Identification and Retotaling.
 - **Retotaling:** The College takes utmost care whether the total of the marks awarded is correct or not and informs the candidate.
4. Separate application along with Original Fee Receipt for each paper should be made. Fee Once paid shall not be refunded or adjusted under any circumstances.
5. Application received with insufficient particulars and the necessary fee after the last date prescribed will be summarily rejected.
6. There is no provision for revaluation of the Practical / Field examinations.
7. Applications along with the Original Fee Receipt received after the prescribed date given by the college are liable to be rejected. Hence, candidates who are desired to apply should take care in this regard and see that the applications along with fee receipt are reached to the COE, Sri Padmavathi Women's Degree & PG College (A), TTD, Tirupati, on or before the last date.
8. The result of the revaluation shall ordinarily be made known to the student through the HOD of the Department within 2 months of the last date of receipt of applications by the Office of the COE. No interim enquiries of any kind will be entertained in this regard.



CONTROLLER OF EXAMINATIONS