To,

The Controller of Examinations
People’s University,
Bhopal

It is requested that kindly retotal / revalue my Answer book of ………. …………………. Exam for which I have deposited the requisite fee for Rs. ……………….. by Cash in the Institute.

Name of Examinee: …………………………………………………………………………………………..

Father’s Name: ……………………………………………………………………………………………..

Status: Regular Ex

Enrollment No. PU ……………………………………….

Program………………………………………………….Year…………………………………………

Name of Institute: ……………………………………………………………………………………………..

### Details Regarding Retotaling / Revaluation:

<table>
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<tr>
<th>S. No.</th>
<th>Date of Examination</th>
<th>Paper Code</th>
<th>Name of Paper</th>
<th>Marks Obtained</th>
<th>Maximum Marks</th>
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The information given above is true and correct to the best of my knowledge. I am aware that wrong information given above will result in rejection of my form.

Date: [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Signature of Examinee

Forwarded

Signature and Seal of the Principal/Head of Institution

P.T.O
Important Notes:

- Applicant should read the instruction carefully before filling the application form.
- The application received within 10 days of declaration of result will only be considered without late fees.
- Incomplete, erroneous and late received applications will not be considered and fees will not be refunded.
- Normal Revaluation fees per Answer Book is Rs.500/- and late fees for submission of re-valuation form is Rs. 200/- upto 5 days.
- Retotaling fees of one subject is Rs.250/- and for all subjects is 500/- and late fees for submission of re-totaling form is Rs. 200/- upto 5 days.
- The Candidate can fill up Revaluation / Retotaling form for the no. of Answer Books as mentioned in the Ordinance:
  - MBBS – Ordinance No. 07 (Only in Two Subjects)
  - BDS – Ordinance No. 08 (Only in Two Subjects)
  - B. Sc. Nursing – Ordinance No. 10
  - M. Sc. Nursing – Ordinance No. 20
  - BPT - Ordinance No. 11
  - BMLT – Ordinance No. 13
  - DMLT – Ordinance No. 18
  - DDT – Ordinance No. 19
- Revaluation / Retotaling forms forwarded by the HOI will only be entertained.
- Institute need not to verify the marks but should verify/check the student’s name, enrolment number, paper code, paper name, year is filled correctly.
- Students must note that revaluation/re-totaling is only a privilege which does not provide any legal right.
- Revaluation/Retotaling result will be made available on the university website www.peoplesuniversity.edu.in.

(Controller of Examinations)