PROCEDURE FOR THE REVALUATION OF ANSWER BOOKS—MBBS

1. Revaluation of MBBS examinee is done as per Ordinance No.07, Clause 8.0, Subclause 8.2.

2. If the Examinee is not satisfied with the marks awarded, he/she may independently apply for Revaluation to the University in prescribed form within 10 days without late fees (Rs.500/= per subject) and 15 days with late fees (normal fees + Rs.200/= per form).

3. This revaluation facility shall be for 2 two theory papers of all examinations conducted by the University for the respective current session.

4. The revaluation of answer books shall not be permitted in respect of the marks awarded to the scripts of practical examinations/term work/sessional work/project work/dissertation/internal assessment and in viva voce/oral/practical examinations.

5. On receipt of the applications for revaluation to the University, the forms are scrutinized and subject wise/paper wise consolidated information is prepared.

6. In MBBS, each paper code has two paper i.e. paper I and paper II, both paper do consist of two sections i.e. section A having MCQ’s whereas Section B having five subject wise questions.

7. Paper I is evaluated by External Examiner, whereas Paper II is evaluated by Internal Examiner.

8. Name of all evaluators are taken from the database of the list of paper-setter/evaluator as what available in the office of COE and their approval is taken from Vice Chancellor for Central Valuation (i.e. two external and two internal examiners for each paper code).

9. The answer books are again coded and the Enrollment no. as well as the mark given by the original evaluator is masked before issuing it to the evaluator.
10. Separate front page (i.e. blank) is issued to the evaluator and evaluator are supposed to post marks of each question into that sheet only with the coded award list (two copies of award list issued i.e. foil and counter foil).

11. After completion of evaluation, answer books and award list are taken back from the evaluator.

12. The coded award list is sent for decoding to the evaluation division.

13. Lastly the decoded award list of the respective paper code is handed over to the Result division for the tabulation work and compilation of result.

14. After receiving of award list (first and second revaluation) computer operator of confidential section enter the marks in computer in the prescribed format of "Revaluation Summary Sheet".

15. First revaluation marks, second revaluation marks, average marks of first-second revaluation and percentage variation of average marks are mentioned in "Revaluation Summary Sheet".

16. Average marks of First-Second revaluation is calculated as,
   \[
   \text{Average Marks} = \frac{\text{First Revaluation Mark} + \text{Second Revaluation Mark}}{2}
   \]

17. Percentage variation of average marks with the original marks are calculated as,
   \[
   \text{Percentage Variation} = \frac{(\text{AM} - \text{OM}) \times 100}{\text{OM}}
   \]

18. If the percentage variation is +ive then new average marks of that paper code are considered and if percentage variation is –ive then original marks would be considered.

19. Tabulator and Checker checks and verified first revaluation and second revaluation marks (entered by computer operator) of that paper code in which Examinee has applied for revaluation, with the help of original award list.

20. Tabulator and Checker checks and verify the calculation of marks in the revaluation summary sheet and mention that the marks are "change/No Change" as per percentage variation.

21. Changed marks after revaluation are considered for recasting of "revaluation Tabulation register".

22. After the due approval of Result Committee, COE notify the result and sends a copy of result notification to the concern Institute/School, notice
board of University and University Website Incharge for uploading on University website.

23. Lastly the new mark sheets are issued only to those examinees that are passed in the Revaluation process.

24. The answer books already reevaluated shall **not be moderated or further reevaluated**, unless so directed by the Vice-Chancellor, in exceptional cases.

25. The whole process of revaluation shall be completed as far as possible **within a period of forty five (45) days** from the date of receipt of the application for revaluation by the Institute/School.