



## MGM INSTITUTE OF HEALTH SCIENCES

(Deemed University u/s of 3 UGC Act, 1956)

Accredited by NAAC with 'A' Grade

Ref: MGMIHS/

Date:12.02.2019

### NOTIFICATION NO : 30 /2019

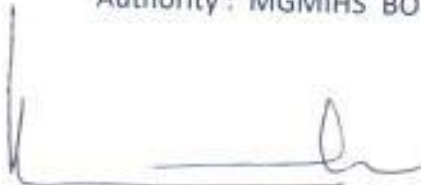
## STANDARD OPERATIVE PROCESS FOR RE-EVALUATION OF ANSWER BOOKS

1. Applying for Photo/Xerox copy of the answer books re-totaling of marks and Revaluation are separate and independent procedures to be governed under MGMIHS examination rule 48.
2. Those who are not satisfied after re-totaling of their marks can apply for revaluation of their answer books by paying INR 5,000/- per subject as fees to the MGMIHS.
3. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation within 10 days from declaration of results, whether or not he/she has applied for Photo/Xerox copies of answer books or applied for re-totalling.
4. This re-evaluation facility shall be applicable **for theory papers only**.
5. Revaluation of answer books shall not be permitted in respect of marks awarded to the scripts of practical examination /term work/ project work / dissertation / internal assessment and viva voce /oral / practical examinations.
6. The prescribed application form for revaluation of answer book can be obtained from the respective Medical College or office of the MGM Institute of Health Sciences, Sector 1, Kamothe, Navi Mumbai -410209
7. A non refundable fee of Rs.5000/- per subject for revaluation shall be paid by the examinee. The said fee shall be remitted by RTGS or D. D. drawn in favour of the MGM Institute of Health Sciences, Navi Mumbai
8. The prescribed application form for revaluation of answer book duly filled in and signed by the applicant examinee is to be submitted along with the statement of marks, prescribed fees as above and question paper/s for which he/she intends to apply for revaluation, within ten (10) working days from the date of the declaration of the result.
9. The application should be routed through the Dean of respective medical colleges.

10. The University examination branch will arrange such re-evaluation in a confidential manner from a competent examiner as per MCI guidelines.
11. The marks awarded originally will be completely masked the answer book in subjected for re-evaluation.
12. Marks whichever is higher between original and re-evaluated marks will be accepted.
13. If the candidate or any other person gets the Xerox answer books re-evaluated from any other examiner of his/choice, such marks will not be entertained by MGMIHS.
14. Any attempt to influence the examiners(S) in any form by a candidate of his/her relatives will amount to adopting "Unfair Means" by the candidate.

(Above SOP approved on note sheet by Hon'ble Vice Chancellor)

Authority : MGMIHS BOM Resolution No 5.1 of BOM 55/2018 (ii) dated: 27/11/2018



Controller of Examinations

