



INSTITUTE OF AERONAUTICAL ENGINEERING

(Autonomous)

DUNDIGAL, HYDERABAD – 500 043

NOTIFICATION

THE PHOTO / SCAN COPY/IES OF ASSESSED ANSWER-BOOK/S AND REVALUATION OF END SEMESTER EXAMINATION

All the students who are not satisfied with the marks obtained by them in any of the theory papers, which have already been subjected to **DOUBLE VALUATION** of **M.Tech/MBA I Semester End Examinations (SEE)** in February, 2017 under Autonomous status and whose results were declared on 07 March, 2017, can apply for:

<i>Event</i>	<i>Date</i>
Applying for photo/Scan copies and/or Retotaling	08-03-2017 to 14-03-2017
Issue of Photo/Scan copies of answer book/s	15-03-2017, 10.30 AM
Personal appearance at Examinations Control Office for verify the marks and retotaling of the marks	16-03-2017, 10.30 AM
Applying for Revaluation	08-03-2017 to 14-03-2017
Declaration of result of Revaluation	18-03-2017, 4 PM

The candidates who have applied for retotaling are required to appear at the Examinations Control Office on the date and time mentioned above. They will be given their Photo/Scan copy of answer books to verify the marks and retotaling of the marks and to find out whether answers of the questions attempted are awarded marks or not.

The result declared on the website, and result information with GRADE SHEET shall be sent through registered post to the address available in the CMS portal. Examinations Control Office will not be responsible for any loss of the post due to wrong or missing data in the address provided by you. In such cases where the student does not receive the grade sheet sent through registered post by the Examinations Control Office, the student is required to apply for duplicate following the procedures prescribed by the Institute.

Any changes/corrections with the proof of address may be submitted to the respective Head of the department on or before 18 March, 2017 (Saturday) by 4 PM.

Date: 08 March, 2017

PRINCIPAL

Encl:

Rules for providing the Photo/Scan copies of assessed answer book/s and revaluation



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RULES FOR PROVIDING THE PHOTO/SCAN COPY/IES OF ASSESSED ANSWER BOOK/S AND REVALUATION

I. RULES FOR PROVIDING THE PHOTO / SCAN COPY OF ANSWER-BOOK

1. Applying for Photo/Scan copy of the answer book and applying for retotaling will be two independent processes.
2. Applying for the Photo/Scan copy of the answer book or having Photo/Scan copy of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said course.
3. The student can independently apply for Photo/Scan copy OR retotaling OR both simultaneously.
4. This facility shall be for theory papers only.
5. Under these rules applying for the Photo/Scan copy/ies of answer-books/retotaling shall not be permitted in respect of the scripts of practical examination / project work / (including theory part) and in Viva voce / oral / comprehensive examinations. However within three (3) working days from the date of declaration of the results or on issue of the statement of marks, whichever is earlier.
6. The candidate shall be allowed to apply in the prescribed format online along with payment of non-refundable fee of Rs. 500/- for Photo/Scan copy and Rs.500/- for retotaling for each theory course. The said fee shall be remitted by cash or DD drawn in favour of the Principal, Institute of Aeronautical Engineering payable at Hyderabad OR shall be paid through online payment mode, account number: 06962320000610, HDFC bank, Petbasheerbad branch, Hyderabad; IFSC code HDFC0000696 and it should be appended to the application.
7. The prescribed application form for obtaining Photo/Scan copy/ies or retotaling of answer book shall have to be filled online independently and signed by the applicant examinee only and shall be submitted to the respective Head of the department, within three (3) working days from the date of declaration of result of the examination or issue of the statement of marks, whichever is earlier.
8. On receipt of the Photo/Scan copy/ies of answer book if the discrepancy of following nature is noticed by the examinee, he should approach the Professor who taught the course and get it evaluated by comparing with the Scheme/Solutions provided in the CMS login within three (3) working days from the date of receiving the photocopy.
 - 8.1 Mistake in totaling
 - 8.2 Non assessment of a question / sub-question if required
9. On rectification of the result as per the provisions above, the candidate can apply for revaluation within three (03) working days from the date of receipt of the rectified result.

II. RULES FOR THE REVALUATION OF THE ANSWER-BOOK/S

1. Applying for Photo/Scan copy of the answer book, retotaling and applying for revaluation will be three independent processes.
2. Applying for the Photo/Scan copy of the answer book or retotaling of the answer book shall not be a pre-requisite for applying for revaluation of the answer book in the said course.
3. The student can independently apply for revaluation OR Photo/Scan copy OR both simultaneously.
4. If the examinee is not satisfied with the marks awarded, he/she may independently apply for revaluation and for obtaining Photo/Scan copy of answer book in prescribed format online within the stipulated periods, whether or not he/she has applied for retotaling.
5. This revaluation facility shall be for theory papers only.
6. The revaluation of answer book shall not be permitted in respect of the marks awarded to the scripts of practical examination / project work (including theory part) and in viva voce / oral / comprehensive examinations.
7. The non refundable prescribed fees of Rs. 2000/- per course for the purpose of revaluation shall be paid by the examinee in the respective Head of the department. The said fee shall be remitted by cash or DD drawn in favour of the Principal, Institute of Aeronautical Engineering payable at Hyderabad OR shall be paid through online payment mode, account number: 06962320000610, HDFC bank, Petbasheerbad branch, Hyderabad; IFSC code HDFC0000696 and it should be appended to the application.
8. The prescribed application form for revaluation of answer book duly filled in online and signed by the applicant examinee only 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 seven (07) working days from the date of the declaration of the result of the respective examination or from the date on which the Institute issued the statement of marks, whichever is earlier. Incomplete form and form not accompanied by relevant documents may be rejected without assigning any reason whatsoever.

9. Award of marks after revaluation:

- 9.1 If the revaluation marks are lesser than the original marks, the original marks shall be retained.
- 9.2 If the marks after revaluation are higher than the original marks, the revaluation marks shall be awarded upto a maximum of 15 marks.
- 9.3 If the difference of marks between original marks and reevaluation is more than 15, the answer book will be evaluated by a second valuer. After the second valuation:

CASE – A: Average of nearest two marks

	Original Marks	Revaluation Marks	Second Revaluation Marks	Final Marks after Revaluation
<i>Example</i>	20	50	46	48
	30	48	31	31

CASE – B: When the difference between the nearest two marks in the original, revaluation and the second valuation is equal than the average of higher two marks

	Original Marks	Revaluation Marks	Second Revaluation Marks	Final Marks after Revaluation
<i>Example</i>	20	40	30	35
	48	80	64	72

