



OFFICE OF THE PRINCIPAL

GOVERNMENT COLLEGE, SUNDARGARH

At/Po-Rangadhipa, Sundargarh, Pin-770002, Ph.0662272240, email: govcolsng@gmail.com

website: www.govtcollegesundargarh.ac.in NAAC Accreditation: B

No.....1154.....//Date.....01/05/2025.....

NOTICE

All the Examinees of UG 3rd Semester are hereby informed that they may apply for re-addition of marks and obtain a photocopy of their valued answer scripts, as per University guidelines laid down in letter no.8502/COE dated.02.11.2024.

Applications for the above must be submitted within 15 days from the date of publication of the results.

For further details and application procedures, students may contact the Examination Section or visit the College Website.


Principal

Government College, Sundargarh

Memo No.....1155.....//Date.....01/05/2025.....

Copy to OIC, Examination/Examination Section/S.O. for information and necessary action.


Principal

Government College, Sundargarh



SAMBALPUR UNIVERSITY
JYOTI VIHAR, BURLA – 768 019

APPLICATION FORM FOR OBTAINING PHOTO COPY OF VALUED ANSWER SCRIPTS
(To be submitted with **15** days of publication of result)

To

The Controller of Examinations
Sambalpur University

1. Full Name (capital Letter) _____
2. Father's Name _____
3. University Roll No. _____
4. Registration No. _____
5. Postal Address (with PIN for forwarding the photo copies of valued answer script)

6. Name of the college where studies _____
7. Name of the college/centre from which appeared the examination

8. Name & Year of examination _____
9. Subject and Paper for which copies valued answer script is required

Sl.No	Subject	Paper	Grade secured
1			
2			
3			
4			

10. Details of fee paid (@Rs.500/- per answer script)

Bank Draft / U.Co.Bank Challan No. _____ dt. _____

(To be made in favour of Comptroller of Finance, Sambalpur University on State Bank of India
Payable at Jyoti Vihar, Burla OR Bank Challan in UCO Bank)

Date _____

Signature of the candidate in full
(PLEASE SEE NEXT PAGE FOR DETAILS INSTRUCTION)

Memo No. _____/

Dated _____

Signature of HOD/ Principal

**GUIDELINES REGARDING SUPPLY OF PHOTO COPIES OF VALUED ANSWER SCRIPTS
OF EXAMINATIONS CONDUCTED BY THE UNIVERSITY**

1. Candidates desirous to get photo copies of evaluated answer scripts may apply in the prescribed application form available in the University office within a period of **15 (Fifteen)** days from the date of publication of result of the examination she/he appeared at.
2. A candidate has to deposit a fee of **Rs.500/-** (Rupees Five hundred) only per paper in the shape of Demand Draft in favour of the Comptroller of Finance, Sambalpur University drawn on the S.B.I. and payable at Jyoti Vihar or via Bank Challan (U.Co. Bank, Katapali, Jyoti Vihar, Burla).
3. Photo copies of the mark sheet and the admit card shall be enclosed or else the application shall be rejected.
4. In case of change of centre, the candidate is required invariably to mention the name of the examination centre from which appeared the examination.
5. Identify/name of the examiner shall not be disclosed in the Xerox copy of the answer script.
6. There is **no provision** for any review of the valued answer scripts, such as **re-evaluation** of etc.
7. After receiving the application, the University shall verify the addition of marks and the photocopy shall be provided within a period of 60 (sixty) days from the last date of receipt.
8. Application received after the stipulated period and without appropriate documents cited above shall be summarily rejected.

CONTROLLER OF EXAMINATIONS



SAMBALPUR UNIVERSITY

JYOTI VIHAR – 768019

Form of Application for the Re-Addition Marks in Answer Paper

To

The Controller of Examinations
Sambalpur University

1. Name of the Candidate :
(In block capital letters)
2. Name of Father :
3. Name of the College :
4. Centre at which appeared :
5. Roll No. _____ Registration No. _____
6. Examination at which appeared
and year of Examination :
7. Per paper **Rs.200/-** only : _____
8. The name of the paper which
the candidate desires to check
for addition marks and marks
awarded to each of such papers.

Subject / Paper – 1

Grade awarded _____

2

Grade awarded _____

3

Grade awarded _____

Rupees _____

deposited vide Bank Draft/ U.Co.Bank Challan No. _____ Date _____

Date: _____

Signature of the candidate
(PLEASE SEE NEXT PAGE FOR DETAILS INSTRUCTION)

Address:

Memo No. _____/

Dated _____

Signature of HOD/Principal

GUIDELINES REGARDING RE-ADDITION OF MARKS OF EXAMINATIONS
CONDUCTED BY THE UNIVERSITY

1. Candidates desirous to get re-addition of marks of valued answer scripts may apply in the prescribed application form available in the University office within a period of **15 (Fifteen)** days from the date of publication of result of the examination she/he appeared at.
2. A candidate has to deposit a fee of **Rs.200/-** (Rupees Two hundred) only per paper in the shape of Demand Draft in favour of the Comptroller of Finance, Sambalpur University drawn on the S.B.I. and payable at Jyoti Vihar or via Bank Challan (UCO. Bank, Katapali, Jyoti Vihar, Burla).
3. Photo copies of the mark sheet and the admit card shall be enclosed or else the application shall be rejected.
4. In case of change of centre, the candidate is required invariably to mention the name of the examination centre from which appeared the examination.
5. There is no provision for any review of the valued answer scripts, such as re-evaluation or etc.
6. After receiving the application, the University shall verify the addition of marks and shall be provided within a period of 60 (Sixty) days from the last date of receipt.
7. Application received after the stipulated period and without appropriate documents cited above shall be summarily rejected.

CONTROLLER OF EXAMINATIONS