



**BHARATI VIDYAPEETH**  
**DEEMED UNIVERSITY, PUNE - 30**

**Rules for supply of certified photocopy of answer-books**

These rules shall be called “Rules for Supply of Certified Photocopy of Answer Books 2011”. These rules are effective from **21<sup>st</sup> October, 2011** the date of approval of the same by the Board of management.

1. An examinee candidate can make an application in the prescribed format for the supply of certified photocopy of the evaluated theory answer book in any of the **theory paper/s** of the course for which he/she has appeared in the **preceding** university examination.
2. The duly filled in application form along with the photocopy of the marksheet of the preceding examination shall be submitted to the Controller of Examinations through the Principal / Director of the constituent unit within **ten days** from the date of declaration of his/her results alongwith a demand draft for Rs. 300/- (Rupees three hundred only) per paper towards the fees for supply of the certified photocopy of the answer book. In respect of those candidates who have applied for verification of marks and revaluation of the answer sheet, the ten days time limit commence from the date of declaration of the result consequent on the revaluation.
3. The Demand Draft shall be drawn in the name of Registrar, Bharati Vidyapeeth Deemed University, Pune. The fees once paid is non-refundable. The examinee shall obtain written acknowledgement from the Principal / Director for the application he/she has submitted.
4. On receipt of the application form, the Principal / Director shall submit the list of the students who have applied for supply of certified copy/ies of theory answer book/s to the Controller of Examinations.
5. The Principal / Director shall supply the certified photocopy of the theory answer book to the concerned examinee within **Ten days** from the last date of submitting the application form.
6. The certified photocopy of the answer book should be given to the examinee after obtaining acknowledgement in writing from the examinee for receipt of the answer book.
7. In case of any discrepancy in addition or omission of assessment the examinee may apply for verification to the Controller of Examinations within one week from the date of receipt of photocopy of answer book. No application for any such discrepancy in addition or omission shall be entertained after the prescribed period is over.

8. No application for a photocopy of answer book/s of practical examination, sessional marks, marks of viva-voce/ dissertation / thesis / project conducted by University etc. will be entertained.
9. A certified photocopy of the answer book/s of theory examination will be provided to the **concerned examinee** only.
10. The examinee shall make the application under Right to Information Act in a prescribed format along with DD or IPO for Rs. 10/-.
11. The existing rules relating to revaluation / verification shall continue to remain the same.
12. The Controller of Examinations shall be the appropriate authority for redressal of any discrepancy in this regard.
13. In case of any dispute related to the interpretation of the rules, decision of Vice-Chancellor shall be final and binding on the examinee.

**G. Jayakumar**  
Registrar