# BMS INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(An Autonomous Institution, Affiliated to VTU, Belagavi)

Avalahalli, Doddaballapur Main Road, Bengaluru - 560064

Ref. No.: BMSIT&M/Exam/2021-2022/R1                    **Date:** 10th June, 2022

# CIRCULAR

**Subject:** Notification for Answer Script Viewing/Photocopy/Revaluation/Challenge Valuation/Make-up Examination of First Semester BE April-May 2022 Examination – Reg.

The following provisions are made for the First Semester Autonomous student**s** who have appeared for their **April-May 2022** examinations.  **The provisional results were** declared on **10th June 2022.**

A. **Answer Script Viewing (ASV) and Photocopy (PC) of Answer Script:**

a. **Answer Script Viewing Process (Applicable for the courses awarded with an "F" Grade only):**

The courses awarded with "F" grades can view their answer script virtually at the evaluation cell, 4th Floor, Academic Block by paying a fee of Rs. 300.00 (**Rupees Three Hundred Only**) per course.

b. **Photocopy of Answer Script (Applicable to all courses)**

The students can apply for their **Hardcopy of the** answer script by paying a fee of Rs. 400.00 per course * (**Rupees Four Hundred Only)** per course.

B. **Revaluation for Indian Knowledge System and Technical English Courses:**

The students can *apply for revaluation for their answer script by paying a fee of **Rs. 500/- (Rupees Five Hundred Only) per course.**

C. **Challenge Valuation Process (Applicable to all courses)**

The students can *apply for Challenge Valuation for their answer script by paying a fee of **Rs. 5000/- (Rupees Five Thousand Only) per course.**

D. **Make-up Examination (Applicable for the courses awarded with "I" and "X" Grade Only)**

The courses awarded with "I" and "X" grade are permitted to appear for their Make-up Examination *
by payinga fee of **Rs. 310/- (Rupees Three Hundred Ten Only) per course.**

The prerequisite fee for the above processes shall be paid offline to the following details: Attached the challan number and date along with the application.

| Account Details | |
|---|---|
| Name of the Account Holder | Principal, BMSIT&M |
| Saving Bank Account Number | 21096732049 |
| Name of the Bank | Indian Bank |
| Branch | Avalahalli Branch |
| IFSC Code | IDIB000A682 |

Tentative dates for *applying Answer Script Viewing/ Photocopy/Revaluation/Challenge Valuation/Make-up examination

| Sl. No. | Event | Date |
|---|---|---|
| 1. | Issue of application for the Answer Script Viewing /Photocopy /Revaluation/ Challenge Valuation/ Make-up examination. | 11.06.2022 |
| 2. | Last date for submission of application for Answer Script Viewing and Photocopy | 13.06.2022 |
| 3. | Answer Script Viewing Process and Photocopy distribution to students | 14.06.2022 |
| 4. | Last date for submission of the revaluation application | 15.06.2022 |
| 5. | Last date for submission of challenge valuation application | 16.06.2022 |
| 6. | Last date for submission of make-up examination applications | 17.06.2022 |
| 7. | Make-up Examination | 18.06.2022 & 20.06.2022 |

For further information about Answer Script Viewing/Photocopy/Revaluation/Challenge Valuation/Make-up Examination, please refer to the **Examination Terms and Conditions** attached with the circular.

**\*The steps to submit the applications are as mentioned below:**

    a. Students have to collect the application forms from their respective Departments.

    b. Pay the requisite fees offline by collecting **Bank Challan** from the accounts department. No cash/ Online transactions are permitted.

    c. Fill in payment details in the application form.

    d. Submit the application along with payment details to the respective Department's HoD.

**CoE**                                                                                    **Principal**

# Examination Terms and Conditions

## Answer Script Viewing Process (ASV)

1. Provision for Viewing of Answer Script for SEE is allowed only for Theory Courses and not allowed for Laboratory Courses and Engineering Graphics.

2. Students are eligible to apply for the answer script viewing process within the noticed time period for all the respective courses **(With "F" Grade courses)**, excluding the courses involved in malpractice.

3. The time and venue (Valuation cell, 4th Floor, Academic Block) for showing the answer scripts of various courses of the program shall be announced at the examination notice board, and the script will be shown only to the applied students in person on the date and time indicated.

4. Students had to wear ID cards compulsorily while entering the answer script viewing process hall and failed to have an ID card treated as absent for the viewing process, and no further slots shall be provided for viewing.

5. Students shall not carry a calculator, mobile phones, cameras, smart watches, notepads, bags, or other items; they can carry only a pen/pencil and an empty sheet.

6. A specified time slot of 10 minutes per answer script shall be provided to the applied students to view the answer script.

   **Note:** The link will be shared with the students through the **Official Email ID** at the venue as per the time slot to view the answer script. Thus, it is the responsibility of the student to provide the correct Email ID during the application filling process. The link will be allowed to view the answer script only once; further viewing is restricted.

7. Students who applied to view the answer scripts must be present personally 10 minutes before at the prescribed time and place, and none of their representatives will be allowed to see the scripts. If a student misses their opportunity even after registration. The registration will become null and void. NO extra time will be provided for the students who come late.

8. There is no provision for the students to interact with faculty or fellow students during the answer script viewing process.

9. Independent applications have to be submitted for the answer script viewing and challenge valuation process.

10. Students are allowed to apply for Revaluation/Challenge Valuation after the answer script viewing process within the notice period.

### Photocopy Process

1. Provision for Photocopy of Answer Scripts for SEE is allowed only for Theory Courses and not allowed for Laboratory Courses and Engineering Graphics.
2. Students are eligible to apply for Photocopy Process within the noticed time period for all the respective courses, excluding the courses involved in malpractice.
3. Independent applications have to be submitted for Photocopy and Challenge Valuation of the answer scripts.
4. Hardcopy of the answer script will be issued to respective students for the applied courses at Valuation cell, 4th Floor, Academic Block.
5. Students are allowed to apply for the Revaluation/Challenge Valuation Process after the Photocopy Process within the notice period.

### Challenge Valuation Process

1. Provision for Challenge Valuation Process for SEE is allowed only for Theory Courses and not allowed for Laboratory and Engineering Graphics Courses.
2. Students are eligible to apply for Challenge Valuation Process within the noticed time period for all the respective courses, excluding the courses involved in malpractice.

### Revaluation Process

1. Provision for Revaluation Process for SEE is allowed **only for Indian Knowledge System andTechnical English Courses** within the noticed time period, excluding the courses involved in malpractice.
2. **Indian Knowledge System and Technical English Courses** have undergone a single valuation; hence provision is made for revaluation. Further, the students can also apply for challenge valuation.

### Make-up Examination

1. Students awarded with **"I" and "X" Grade** in the provisional results are eligible to apply for Make-up Examination for their respective courses only, excluding the courses involved in malpractice.
2. Independent applications have to be submitted for Make-up Examination.
3. Students can apply for Make-up Examination after the answer script viewing/ photocopy/revaluation/ challenge valuation process within the notice period.

**CoE**                             **Principal**

**Copy to:** Examination office file, HoDs, Deans, Notice Boards, Admin Office, Accounts, Website.