



ಬಿ.ಎಂ.ಎಸ್. ತಾಂತ್ರಿಕ ಮತ್ತು ವ್ಯವಸ್ಥಾಪನಾ ಮಹಾವಿದ್ಯಾಲಯ
BMS INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(Autonomous Institution affiliated to VTU, Belagavi)
Avalahalli, Doddaballapur Main Road, Bengaluru - 560119.



Ref. No.: BMSIT&M/Exam/2026/457

Date: 10.03.2026

CIRCULAR

Subject: Submission of Application Form for Photocopy, Revaluation and Makeup Examination UG – 2025 Batch 1st Sem Regular – Reg.

The students are invited to Submit Application Forms for the Photocopy, Revaluation and Makeup Examination for UG – 2025 batch Regular (1st Semester) courses of which the examination conducted in Jan/Feb - 2026, with Provisional Results Declared on **07.03.2026**.

A. Photocopy:

- The Students shall request for a **Photocopy** of their answer scripts by Applying for the respective courses separately with a fee of **Rs. 400/-** Per Course along with the Application Fee of **Rs. 20/-** Per Candidate (**Applicable to all Theory Courses**).

B. Revaluation:

- Student (Pass/Fail) can apply for revaluation with a fee of **Rs. 600/-** Per Course along with the Application Fee of **Rs. 20/-** Per Candidate.

Note: We fully refund the revaluation fee paid by the student, if the marks increases by 50% or more, except 'F' and 'P' Grade.

C. Makeup Exam:

Student can apply Make-up Examinations with a fee of **Rs. 600/-** Per Course along with the Application Fee of **Rs. 20/-** Per Candidate.

Make-up Examinations for the Grade 'I' : As per the VTU norms, the make-up examinations facility shall be available to the eligible students who have failed to attend semester end examinations (SEE) of one or more courses in a semester for valid and convincing reasons acceptable to the college, like:

- (i) Illness or accident which disabled him/her from attending SEE.
- (i) A calamity in the family at the time of SEE, which required the student to be away from the college.
- (ii) Any other verifiable exigency

Make-up Examinations for the Grade 'X':

- (i) Awarded to a student having high CIE rating (≥ 90) in a course but SEE performance observed to be poor, which could result in an overall 'F' grade in the course.

The deadlines for * Submission of Application Form for Photocopy, Revaluation and Makeup Examination UG – 2025 Batch 1st Sem Regular are as follows.

Sl. No.	Event	Last Date	Last Date with Fine
1.	Last date to apply for Photocopy through online	12-03-2026	13-03-2026 500/-
2.	Submission of Photocopy Application forms to the Exam Section from the department	13-03-2026	-
3.	Photocopy Distribution to the students	14-03-2026 To 16-03-2026	-
4.	Last date to apply for Revaluation through online	18-03-2026	23-03-2026 500/-
5.	Submission of Revaluation Application forms to the Exam Section from the department	24-03-2026	-
6.	Last date to apply for Makeup through offline Note: Last date for submission of Makeup Application Forms with relevant documents to the Exam Section	18-03-2026	23-03-2026 500/-

Link to Apply for Revaluation and Photocopy

<https://student.bmsit.ac.in/parents>

Procedure to Apply for Revaluation and Photocopy

- Log in to the Parents Portal using the USN and Date of Birth (DOB).
- Enter the ID card number.
- Click on the Results tab and select Photocopy/Revaluation.
- Select the courses and click on the Submit button.
- Click on the Fee tab and enter the last 4 digits of the phone number.
- Proceed to make the payment.

Note: Application Needs to be Submitted within the due date. If not, the application stands rejected and the fee paid will not be refunded.

for
CoE


Principal

Examination Terms and Conditions

Photocopy Process

1. Photocopy of answer scripts for SEE is permissible exclusively for theory courses and Photocopy is not applicable for the Laboratory Courses.
2. The Students can apply for the Photocopy process within the stipulated time frame for all the courses, excluding those involved in malpractice.
3. The students applied for the photocopy will receive a hard copy of the answer script at the exam section on the specified date.

Revaluation Process:

1. The option for Revaluation processes for SEE is applicable for all theory courses.
2. Students can apply for the Revaluation process within the specified time frame for all the courses, excluding those involved in malpractice.

for
CoE


Principal

Copy to:

1. Examination office file.
2. All HoDs, All Deans, Notice Boards.
3. Admin Office, Accounts Officer, Website.
4. UG - 2025 Batch (1st semester students)



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Form C

EXAM SECTION

MAKE-UP EXAMINATION APPLICATION FORM-UG
 (To be submitted by the students to the college through respective branch)

Name of the Student	(Fill in Capital Letters Only)		
USN	(Fill in Capital Letters Only)		
ABC ID:	(Fill in Capital Letters Only)		
E-mail ID	(Fill in Capital Letters Only)		
Phone Number / Mobile		Receipt No. and Date	

No.	Sem	Subject / Course Code	Subject/Course Title	Make-up exam ₹ 600.00/-per course
1				
2				
3				
4				
5				
6				
7				
Application fees				Rs.20/-
Total fees in words:			Total Fees	

NOTE

1. UG Programs: Make-up examination fee ₹ 600/- per course.
2. No modifications will be permitted once the makeup examination application deadline is passed.

UNDERTAKING BY STUDENT

I hereby state and undertake as follows:

1. I have read and understood the instructions distributed along with this application.
2. I have verified all entries, including subject/course codes in the application form and state that they are correct and that I will not request to make changes to this application once submitted to college.
3. I will pay the necessary fees to college offline and I understand that announcement of Makeup examination schedule for courses to payment of fees within time.
4. I have calculated the fees correctly as per fee structure. If my calculation is incorrect, I undertake to pay the correct fees.
5. I have submitted this application to the college as per the requirements.
6. I have signed the application and retained a copy of this signed application my reference.

Submission Date:

Place:

Signature of Student

Head of the Department