

### 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.



Date: 07-08-2025

Ref. No.: BMSIT&M/Exam/2025-26/303

#### CIRCULAR

**Subject:** Submission of Application Form for Photocopy, Revaluation and Makeup Examination UG – 2023 Batch 4th Semester Regular courses – Reg.

The students are invited to Submit Application Forms for the Photocopy, Revaluation and Makeup Examination for UG – 2023 batch 4th Semester Regular courses of which the examination conducted in June / July - 2025, with Provisional Results Declared on **06.08.2025** 

#### 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.

#### 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 makeup 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 \*applying Photocopy and Revaluation are as follows.

SI. No.	Event	Last Date	Last Date with Fine
1.	Issue of Application form by the Respective Department for the Photocopy	07-08-2025	-
2.	Last date for Submission of Application for Photocopy	09-08-2025	11-08-2025 500/-
3.	Photocopy Distribution to the students	12-08-2025	ě
4.	Last date for submission of Revaluation Application Form	13-08-2025	14-08-2025 500/-
5.	Last date for submission of Makeup Application Form	13-08.2025	14-08-2025 500/-

For further information about photocopy/Revaluation/Makeup Examination please refer to the examination terms and conditions attached with the circular.

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

- a. Students shall collect the application forms (Form A and Form B) from their respective departments.
- b. The prescribe fee shall be remitted to the Bank by collecting the challan at the Account Section.
- c. Submit the application form, Green receipt & student passbook copy to the respective department within the due date.

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

COE 7/8/2025

CONTROLLER OF EXAMINATIONS
BMS Inst. of Tech. & MGMT
Doddaballapur Main Road,
Avalahalli, Yelahanka, Bengaluru-56000

Principal PRINCIPAL

17/8/25

BMS Inst.of Tech.& Mgmt.
Doddaballapur Main Road
Avalahalli, Yelahanka, B'lore-54

#### **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. Separate applications must be submitted for the photocopy and revaluation.
- 4. 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:**

- 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.

CONTROLEER OF EXAMINATIONS
BMS Inst. of Tech. & MGMT
Doddaballapur Main Road,

Doddaballapur Main Road, Avalahalli, Yelahanka, Bengaluru-560064

Copy to:

1. Examination office file.

2. All HoDs, All Deans, Notice Boards.

3. Admin Office, Accounts Officer, Website.

Principal

PRINCIPAL

BMS Inst. of Tech. & Mgmt. Doddaballapur Main Road Avalahalli, Yelahanka, B'lore-64



# 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.



#### Form A PHOTOCOPY APPLICATION FORM

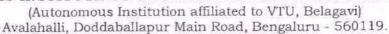
Name of the Student							
University Seat No. (USN)		Seat No (IISN		(FIB in Capital Latters Only)			
		THE PARTY OF THE PARTY.	fill in	Capital Latters thely!		We to the second	
Academic Bank Credit (ABC ID.) E-mail Address			Øtll to	Fill in Capital Letters Only)			
			Out in	Pill in Copied Letters Only)			
Pho	ne Num	ber / Mobile					
Circular N umber & Date				gitualments Medicin member serings  greendents bands accordent member  medigi			
Batc	h Year		\$716.6a	Capital Letters Guly)			
Chal	lan No:	**	(Fit in Capital Letters Capit		Date:		
No.	Sem.	Course Code	Course Title		Photocopy of Answ Scripts ₹ 400.00/- per cour		
1.							
2.							
3.							
4.							
5.			10				
6.							
7.	1 1						
			pplication Fees		Rs	s. 20/-	
		Sı	ib Total Fees				
otal l	Pees in w	ords:	T	OTAL			
3.	Photocopy is No modificat	not available for practions will be permitted	er subject/course: ₹400/- per script, tical courses for further information please refer c once the Photocopy application deadline is passe UNDERTAKING BY STUDEN	d.			
		ndertake as follows:	structions provided along with this application.				
2. 3. 4. 5.	I have verifie I will not requ I will pay the Viewing/Pho I have calcul I have submi	d all the entries, includest changes to this a necessary fees to col- tocopy distributions a ated the fee correctly tted this application to	ding course title/course codes in the application pplication once submitted to college. lege offline/online and I understand that announce subject to payment of fees within time. as per the fee structure, If my payment calculation the college as per the requirements.	cement of Ans	wer Script I undertake to pa	idir to the	
		and an experience of the second se	수는 MET	TANDES OF SERVICE OF SERVICE			
Date							

Proctor Signature

Head of the Department



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





REVALUATION APPLICATION FORM

-			-
	71	רניוי	

Name of the Student	MIE to Capital Lett are Cody		
University Seat No. (USN)	[PIE In Capital Letters Chip]		
Academic Bank Credit (ABC ID.)	(Pil) in Capital Le	store Only;	
E-mail Address	(Ptil in Capital Letters Ship)		
Phone Number / Mobile	(Betaut e-yella Miles bille attacheur verify)		
Circular Number & Date	[Mit and an (a b back incorrect) [most be q - safe]		
Batch Year	PTU re Capital Lasters Culy)		
Challan No:	File to Engited Lattered Only)	Date :	

No.	Sem	Course Code	Course Title	Revaluation of Answer Scripts ₹ 600/- per course
1				
2		- F		
3				
4				
5				
6				
7				
Application fees				Rs.20/-
Total fees in words: Total Fees				al Fees

- UG Programs: Resolution fee ( 600/- per course.
- 2. No modifications will be permitted once the application deadline is passed.
- 3. For further information about Revaluations, please refer examination terms and conditions attached with circular,

#### UNDERTAKING BY STUDENT

#### I hereby state and undertake as follows:

- I have read and understood the instructions distributed along with this application.
- I have verified all entries, including course title /course codes in the application form and state that they are correct and that I willnot 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 challenge valuation results are subject to payment of fees within time.
- I have calculated the fees correctly as per fee structure. If my calculation is incorrect, I undertake to pay the correctfees.
   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.

Date:

Place:

Signature of Student

Proctor Signature

Head of the Department



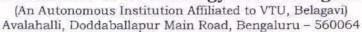
Name of the Student

USN

ABC ID:

## ಬಿ.ಎಂ.ಎಸ್. ತಾಂತ್ರಿಕ ಮತ್ತು ವ್ಯವಸ್ಥಾಪನಾ ಮಹಾವಿದ್ಯಾಲಯ

## **BMS Institute of Technology and Management**





(Fill in Capital Letters Only)

(Fill in Capital Letters Only)

(Fill in Capital Letters Only)

#### **EXAM SECTION**

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

E-ma	il ID				(Fill in Capital Letters Only
Phone Number / Mobile		r / Mobile	Rec	ceipt No. and Date	
					Make-up exam
No.	Sem	Subject / Course Code	Subject/Cou	Subject/Course Title	
1					
2					
3		ALTONOM S	10 m - 20 m (10 - 20 m )		
4			LI LI		<u> </u>
5					
6					
7					
		1 1		Application fees	Rs.20/-
Total fe	ees in wo	ords:		Total Fees	
2. N	No modifica		n fee <b>₹600/- per course</b> . once the makeup examination applicat <u>UNDERTAKING BY</u>		
1. I 2. I 3. I 4. I 5. I	have read have verifice equest to make the will pay the ayment of have calculated have subm	and understood the in ed all entries, including nake changes to this a e necessary fees to co fees within time. lated the fees correcti itted this application to	structions distributed along with this app g subject/course codes in the application pplication once submitted to college. llege offline and I understand that annot y as per fee structure. If my calculation is to the college as per the requirements. If retained a copy of this signed appli	n form and state that they are correct uncement of Makeup examination so is incorrect, I undertake to pay the co	hedule for courses to
Subn	nission D	ate:	NAT 1272 TATA		
Place:				Signatu	re of Student
					0.5

Head of the Department