



Vidyavardhaka Sangha[®], Mysore
VIDYAVARDHAKA COLLEGE OF ENGINEERING

Autonomous Institute, Affiliated to VIVEKVARAYA Technological University, Belagavi
(Approved by AICTE, New Delhi & Government of Karnataka)
Accredited by NBA (CV, CS, EE, EC, IS & ME) | NAAC with 'A' Grade
P.B. No. 206, Gokulam III Stage, Mysuru-570 002, Karnataka, India

Office of Controller of Examinations

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VVCE/COE/CR-82/2021-22

October 18, 2022

Autonomous Scheme

CIRCULAR

**Sub: Submission of Online Application for Answer Book Seeing,
Revaluation and Make-up Examinations – II Semester BE**

Schedule for the submission of Online applications for answer book seeing, revaluation of the answer scripts and Make-up examinations of the Autonomous Scheme II semester B.E. Semester End Examinations held during September-October 2022 is as below.

Event	Start Date	Last Date	Fees
Submission of Online Applications for Answer Book Seeing	18.10.2022	20.10.2022	Rs. 500/- per course
Submission of Online Applications for Revaluation	18.10.2022	22.10.2022	Rs. 500/- per course
Submission of Online Applications for Make-up Exams	18.10.2022	22.10.2022	Rs. 1000/- per course with a maximum of Rs. 3000/-
Answer Book Seeing	21.10.2022	22.10.2022	
Make-up Exams	02.11.2022 (Tentative)	-	

Applications received after the Last Date and applications found to be not correct in any respect will **not be considered**.

Procedure for Submission of Applications and Fees:

Contact Mr. Shyam of Exam Section

1. Collect the fee challan from Exam Section in the Office of COE.
2. Fill up the application form and make the payment
3. Submit the filled application form and student copy of the fee challan to Exam Section.

IMPOPRTANT POINTS:

1. Make-up exams will be **ONLY** for those students who are awarded 'I' Grade or 'X' Grade and apply for the Make-up exams by paying the prescribed fees.
2. After the Answer Book Seeing, if a student
 - i) Is satisfied with the valuation and has no grievances – Fill a 'Satisfactory Evaluation Form'.



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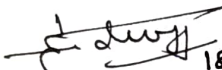
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- ii) Has grievances with respect to totalling of marks or marks not being awarded to any question – Fill an 'Evaluation Grievance Form'.
- iii) Has grievances with respect to wrong evaluation or expected marks not being awarded – Apply for Revaluation by filling a 'Revaluation Form' and paying the prescribed fees.
3. The above-mentioned forms will be provided after the answer book seeing.
4. There is no provision for providing photocopy of answer books.
5. Seeing of answer books and revaluation facility is provided only for SEE of theory courses and not practical based courses.
6. Request for extension of last date for filling applications will not be entertained.
7. After submitting the application, request for change of information will not be entertained.
8. Applications once submitted shall be final. Fees once paid will not be refunded.
9. For queries if any, please contact the Office of COE.


18.10.22
CONTROLLER OF EXAMINATIONS


18/10/2022
PRINCIPAL

CC To: 1. Deans

2. All HODs – For circulation among the II Semester BE students.