

Rules & Instructions for Redressal

[Read instructions carefully before filling the form]

Moolji Jaitha College (Autonomous), Jalgaon.

Rules for the Verification of Marks

- 1) The Candidate admitted at the M. J. College (Autonomous) & appeared in Examination, apply to the Controller of Examination in the prescribed form for verification of marks of his answer-books.
- 2) The application form must be accompanied with fees as prescribed by Moolji Jaitha College (Autonomous) from time to time. The fees can be paid from student login.
- 3) The application may be entertained by the college only if it is received in the within a period of 10 clear days from the date of declaration of the concerned Examination result (including the date of declaration of result.)
- 4) On receipt of application for verification, the following factors may be certified to ensure that:
 - All the answers of the questions are assessed by the examiner.
 - The total of the marks is correctly counted and recorded.
- 5) For verification of marks in respect of script of practical and oral Examination, marks on the record only may be verified.
- 6) The result of the verification of marks may ordinarily be communicated to the candidate concerned, within a period of 30 clear days from the last date for receipt of application by the college.
- 7) The marks obtained by the candidate in any individual question of section of the subject/course/paper/head of passing shall not be communicated.
- 8) If the candidate apply for demand of photocopy of answer book then no need to apply for verification of marks for that paper code.
- 9) The fees once paid shall not be refunded.
- 10) For all types of online examinations, verification and Photo Copy is not applicable

Rules and Procedure for demand of Photo copy / Xerox copies of Answer book(s)

- 1) The examinee shall be eligible to apply for the photo copy of maximum two answer books of each class.
- 2) The Photocopy of answer book of practical examinations seasonal marks, viva-voce, dissertation, and thesis shall not be supplied to the examinee (s).
- 3) The Photocopy shall be supplied on the Payment of non-refundable fees as per prescribed by the M. J. College (Autonomous), from time to time. The fees can be paid from student login.
- 4) The prescribed application form duly filled in & signed by the applicant only shall be submitted to the concerned administrative office of the college within **10 days** (both days inclusive) from the date of declaration of general result of relevant examination. **Incomplete or Incorrect application form shall be rejected without assigning any reasons.** The fees paid along with application form shall not be refunded.
- 5) The M. J. College (Autonomous), shall supply the photocopies within 30 days from the date of receipt of application.
- 6) The detailed rules & procedure prescribed in the Maharashtra Public Universities Act 2016 are applicable.
- 7) The facility of obtaining photocopies of assessed and or moderated theory subject(s) answer book(s) is extended with a view to bring transparency in the examinations system.
- 8) The supply of photocopies of answer book is being an additional facility made available to the candidates.
- 9) Therefore, any delay in sending photocopy of answer book(s) due to any reasons beyond the control of the college shall not confer any right upon the candidates. The photocopies provided by the college shall not be published anywhere else with any mollified intentions.
- 10) The applicant examinee/s shall be sole custodian of the photocopies, so supplied and shall not be entitled to transfer the same to anybody for any purpose whatsoever. The examinee(s) shall further retain themselves from putting such photocopies to any misuse that might jeopardize the reputation of the college.
- 11) If any examinee/s is found indulged in any malpractice's and or has been punished on account of malpractices in the examination/s, he/ she will not be entitled to apply for obtaining photocopy of answer-books of any of the subjects / papers of that examination.
- 12) No need to apply for only verification for the codes which are applied for photo copy.
- 13) For all types of **online examinations** verification and Photo Copy is not applicable.

Rules for the Challenging the Evaluation

- 1) If any examinee is not satisfied with the marks awarded to him/her, he / she may challenge the same by applying to the Controller of Examinations, M.J. College (Autonomous) in the prescribed form within 7 days from the date of issuance of photo copy of Answer book by the Moolji Jaitha College (Autonomous) in the prescribed form.
- 2) The examinee shall be required to submit separate application form for each examination.
- 3) The application for challenge to valuation shall be accompanied by non-refundable fees as prescribed by the college from time to time per paper payable from student login.
- 4) If the marks awarded by the subsequent examiner vary/deviate by more than 10% of the maximum marks allotted to the particular paper, then the marks awarded by the subsequent examiner shall be awarded to the concerned examinee. Provided that fraction if any in calculation shall be made to next higher integer.
- 5) The detailed rules & procedure prescribed in the Maharashtra Public Universities Act 2016 are applicable.
- 6) For the purpose of this direction, Redressal of Grievance Mechanism shall be deemed to be an additional facility provided to the students/examinee with a view to improve upon their results of the previous Moolji Jaitha College (Autonomous) examination, assuming that delay in the declaration of result for any reason whatsoever shall not confer any right for any admission to higher class which matter shall always be regulated with relevant rules & regulations framed by the Moolji Jaitha College (Autonomous) time to time in that behalf.

Controller of Examinations
Moolji Jaitha College (Autonomous),
Jalgaon.