INDIRA GANDHI NATIONAL OPEN UNIVERSITY
STUDENT EVALUATION DIVISION
MAIDAN GARHI, NEW DELHI

## APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPTS

(Rules & regulations are mentioned on the reverse side of this form. Please go through them carefully before filling up the form).

1.  Name : _____

2.  Programme: [          ]    Enrolment No: [  |  |  |  |  |  |  |  |  |  ]

3.  Address: .........................................................................................................................

    ...........................................................................Pin [  |  |  |  |  |  ]

4.  Contact No: (Mobile No.)................................... Landline No:.....................................

5.  Month and Year of the Examination: ...........................................

6.  Examination Centre Code: [            ]

7.  Address of the Examination Centre: ...................................................................................

    ..........................................................................................................................

8.  Courses, in which         **COURSE CODE**          **MARKS/GRADE OBTAINED**
    Re-evaluation is sought:

                              ...........................      ............................
                              ...........................      ............................
                              ...........................      ............................
                              ...........................      ............................
                              ...........................      ............................

9.  Fee details:-
    (The fee for Re-evaluation of answer script is Rs. 750/-per course for Indian Students & Rs. 1200/- for SAARC Countries Students and $75 for Non-SAARC Countries Students, which is to be paid through demand draft drawn in favour of 'IGNOU' payable at the City of Evaluation Centre)

    No. of Course(s): ................... X Rs. 750/- or .................. = Total Amount: ..........................

    Demand Draft No. ........................................................... Date: .......................................

    Issuing Bank: ........................................................................................

    Date:............................                                   (Signature of the student)

                                                                                    **P.T.O.**

# RULES & REGULATION FOR RE-EVALUATION OF ANSWER SCRIPTS

1. The request for re-evaluation by the student must be made within one month of declaration of his/her result.

2. The date of declaration of result will be calculated from the date on which the result(s) are placed on the IGNOU website.

3. After re-evaluation, the better of the two scores of original marks/grade and marks/grade after re-evaluation will be considered.

4. The revised marks/grade after re-evaluation shall be communicated to the student on receipt of re-evaluation result and result of re-evaluation will also made available on the IGNOU website at www.ignou.ac.in. The minimum time required for re-evaluation shall be 30 days from the date of receipt of application.

5. Re-evaluation is permissible in TEE only and not in the Project/Dissertation, Practicals / Lab courses, Workshops, Assignments & Seminar etc.

6. On the top of the envelope containing the prescribed application form, please mention 'APPLICATION FORM FOR RE-EVALUATION OF ANSWER SCRIPTS'

7. The application form duly filled-in may be send to the following address except CPE* & DPE* programmers.

8. Application form must reach within the prescribed dates at the following address:-

| Sl. No. | Address of Evaluation Centre | Jurisdiction of Evaluation Centre |
|---------|------------------------------|-----------------------------------|
| 1. | Regional Director, IGNOU Regional Evaluation Centre, 3rd Floor, Sanchi Complex, Shivaji Nagar, Bhopal-462016 Madhya Pradesh | All Examination Centres within Bhopal, Jabalpur, Raipur, Ranchi, Patna, Darbhanga, Bhagalpur, Jodhpur and Jaipur |
| 2. | Regional Director , IGNOU Regional Evaluation Centre, C/1, Institutional Area, Bhubaneswar-751013 Odisha | All Examination Centres within Bhubaneswar, Koraput, Kolkata, Deoghar, Siliguri, Raghunathganj, Vishkhapatnam, Vijayawada, Hyderabad |
| 3. | Dy. Registrar IGNOU Regional Evaluation Centre-Delhi Block-5, IGNOU, Maidan Garhi, New Delhi-110068 Ph.- 011-29533565, 011-29571501 | All Examination Centres within Delhi-1, Delhi-2, Delhi-3, All Schools and Divisions, Centres, Units & Institutes at Headquarters, International Division and answer scripts received from other Evaluation Centres/sources, if any. |
| 4. | Deputy Registrar, IGNOU Regional Evaluation Centre, IGNOU Complex, Kaloor PO Ernakulam Distt, Kochi-682017 Kerala Ph.- 0484-2337028, 2337038 | All Examination Centres within Kochi, Trivandrum, Vatakara, Chennai, Madurai, Banglore, Bijapur, Panaji, Port Blair, Mumbai, Pune, Nagpur, Rajkot, Ahmedabad |
| 5. | Dy. Registrar IGNOU Regional Evaluation Centre-Lucknow IInd Floor, 5 C / INS-1, Sector-5, Vrindavan Yojana , Telibagh, Lucknow –226029 Ph.- 0522-2442825 | All Examination Centres within Lucknow, Varanasi, Aligarh, Dehradun, Noida, Karnal, Chandigarh, Khanna, Shimla, Jammu, Srinagar |