

**Instructions to Students regarding Scrutiny of Answer
Sheets for ETE (Theory/Reappear), December 2018.
(Distance Education Programmes)**

1. All students are informed that the scrutiny for ETE (Theory/Reappear), December 2018 will be conducted course code wise from 4th February to 9th February 2019.
2. Students are required to report in person till 11:00 AM along with their valid ID during the stated dates and submit their request at 32-102 (University Campus). Further instructions in this regard will be given to them there only.
3. Students can use only LEAD PENCIL during the scrutiny. If any student is found indulging in any irregularity in this regard, it will be treated under Unfair Means Case.
4. Students have to check their answer sheets of each course in the stipulated time of 15 MINUTES ONLY during the scrutiny.
5. **During Scrutiny, students can write only the following remarks in the column provided for the purpose on the answer sheets:**
 - (a) **Totaling is wrong or marks posted wrong from sheet to the grid**
 - (b) **A particular Question is unchecked**
 - (c) **Part of a particular Question is unchecked**
6. After scrutiny, students have to return back the answer sheet(s) to the invigilator after writing remarks in the space provided on the answer sheet. If no change is required, the student must write “**Satisfied**” on the answer sheet(s) and put his/her signature.
7. If a student is not satisfied with the evaluation of a particular course then they have to apply for re-evaluation which is a different process. The process details have been uploaded on their e-Connect login and they should follow the same.
8. Fee for Scrutiny of theory Answer Sheet is Rs. 250/- per course.
9. Last date to apply for Scrutiny is 11th February 2019 (without any late fee) and 15th February 2019 (with late fee of Rs.100/- per course).
10. The fee for scrutiny must be deposited by the student at University Campus.
11. For any query, kindly call us at 01824-300360.