



**ST. TERESA'S COLLEGE, ERNAKULAM
(AUTONOMOUS)
Affiliated to Mahatma Gandhi University, Kottayam**

Details of Fee remitted	
Rs.	:
Challan No	:
Date	:

Application Fee-Rs. 25/-

APPLICATION FORM FOR VIEWING THE PHOTOCOPY OF THE ANSWER BOOK

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

1. Name :
2. Register No :
3. Programme :
4. Address :

.....Pin Code

5. Detail of the course(s), for which photocopy of the answer book(s) is/are required:

(a) End Semester Examination: Month Year

- (b) Course(s) :
1.
 2.
 3.
 4.
 5.
 6.

6. Fee details:-

No. of Course(s): x Rs. 1000/- = Total Amount:

Challan No.: Date:

Issuing Bank: Indian Bank

7. Self attested photocopy of the Hall Ticket : Attached / Not attached

UNDERTAKING

I hereby undertake that the answer book(s), for which photocopy(ies), applied for, belongs to me. For this purpose, I am enclosing self attested photocopy of my Identity Card issued by the College. In case, my statement is found false, the College may take action against me as deemed fit.

Date: Signature :

Place: Name :

RULES & REGULATIONS FOR VIEWING THE PHOTOCOPY OF THE ANSWER BOOK

1. a) The fee for viewing the photocopy of the answer book shall be **Rs. 1000/- (Rupees One Thousand Only) per answer book**. Fee shall be paid in the form of a Challan from Indian Bank (b) The cost of the application form of Rs. 25/- is to be added along with the fee for photocopy(ies) of answer books if the photocopy or downloaded copy of the application form has been used.
2. Application form without self attested photocopy of the Hall Ticket of the student will not be entertained.
3. Every application for viewing the photocopy(ies) should be submitted in the prescribed form along with the prescribed fee mentioned so as to reach the office of the Controller of Examinations **on or before 05-01-2018**. Candidates are advised to submit their applications to **The Controller of Examinations**. The envelope containing the application should be superscribed as **APPLICATION FOR VIEWING THE PHOTOCOPIES OF ANSWER BOOK OF THE** (Name of the programme) (Semester/year of examination).
4. The students, who find that any portion of the answer was not evaluated or any totalling error is noticed, may point out the same and submit their representation within 15 days. No other query regarding evaluation of answer script shall be entertained.