



Avinashilingam Institute for Home Science and Higher Education for Women
Deemed to be University Estd. u/s 3 of UGC Act 1956, Category A by MHRD (now MoE)
Re-accredited with A++ Grade by NAAC. CGPA 3.65/4, Category I by UGC
Coimbatore - 641 043, Tamil Nadu, India

OFFICE OF THE CONTROLLER OF EXAMINATIONS

**PROCEDURE FOR APPLYING TO RETOTALLING, REVALUATION AND
TRANSPARENCY OF MARKS**

A candidate, who is not satisfied with the marks obtained, can apply for Retotalling, Revaluation and Transparency for Theory papers only. There is no provision for revaluation of Practical papers, 100% CIA Theory, Computer Based Test (CBT) papers and Ph.D (Part – I) Examination Papers. The request has to be made within 10 days after the publication of results to **The Controller of Examinations** on payment of the requisite fees as given below:

Fees Details:

Item	Amount (Rs)
a. Retotalling Fee (Per Paper) – Theory Papers only UG / PG / PG Diploma	250
b. Revaluation Fee (Per Paper) – Theory Papers only	
i. UG All Programmes / B.E	550
ii. PG All Programmes / M.E / PG Diploma.	700
iii. M.B.A. / M.C.A.	750
iv. B.Ed. / B.P.Ed./ M.Ed.	600
c. Transparency Fee (Per Written Pages) – Theory Papers only UG / PG / PG Diploma	2.00

Mode of Payment:

Online Payment can be made to the following Account Numbers:

- i. Account Number:
 - a. Aided Programmes - AC No. 474664473
 - b. Self Finance Programmes - AC No. 896772512
- ii. Name of the bank : Indian bank
- iii. Name of the branch : ADUC
- iv. IFSC Code : IDIB000A005

General Instructions:

1. The candidate should fill in the prescribed application form available on Institute Website www.avinutv.ac.in under the menu Examination.
2. A separate application and a separate payment are required for each category (Retotalling, Revaluation and Transparency)
3. A copy of the mark sheet should be enclosed, which can be downloaded from the Institute website.
4. Incomplete / defective application will be rejected without refund.
5. Candidates can also apply for revaluation of Supplementary and Arrear papers.
6. The filled-in application forms and a screenshot of fee payment receipts with the reference number and a copy of the downloaded mark sheet should be submitted to The Controller of Examinations within Ten days after publication of the result.

Controller of Examinations