SRM INSTITUTE OF SCIENCE AND TECHNOLOGY
OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date:

APPLICATION FOR RE-TOTALING OF ANSWER SCRIPTS

MBBS – II, III AND IV Years (REGULAR AND ARREARS)

- Read the instructions carefully before filling the Application form
- **Last date for submission of the Application at the College with Demand Draft (DD) is : 28.02.2020**

01. Name of the Candidate   :

02. Register Number   :

03. Campus   :

04. Degree & Branch   :   Section:

05. Month & Year of Examination   :

06. No. of papers applied for review   :

07. Payment Details

Date	DD No. & Date	Name of the Bank & Branch	Amount ₹

08. Details of subjects for which review is required :

Semester	Subject Code	Name of the Subject	Grade Awarded

Signature of the Candidate: **Signature of the Class Advisor**

Recommendation and Signature of the Dean / HOD   **Signature of the Head of the Institution**

Station:
Date:
College Seal:

INSTRUCTIONS

01. The request for Re-totaling should be sent in the prescribed application form.

02. The application duly filled in should be submitted only through the College.

03. Fees for Re-totaling:

Degree	Amount per paper
MBBS – I, II AND IV Years	₹ 1000/-

04. Fees must be paid through Demand Draft (DD) only. DD should be drawn in favour of **"SRMIST EXAMINATIONS"** payable at Chennai.

05. Requisition for Re-totaling must reach the Controller of Examinations through the college within the last date.

06. There is no provision for Re-totaling of practical examination / project work / dissertation papers.

Incomplete / Defective application will be rejected and for Re-totaling fees will neither be refunded nor adjusted towards any fee due to the university.