



**SRM INSTITUTE OF SCIENCE AND TECHNOLOGY**

OFFICE OF THE CONTROLLER OF EXAMINATIONS

**Date:**

**APPLICATION FOR REVIEW OF ANSWER SCRIPTS  
DIRECTORATE OF DISTANCE EDUCATION  
UG & PG ALL PROGRAMMES  
(2019 REGULATIONS)**

- Read the instructions carefully before filling the Application form
- **Last date for submission of the Application with Demand Draft(DD):.20.02.2020**
- **Date of Review of Answer Script(s): 22.02.2020**

**Time & Venue: 10.00 a.m. & Office of the Controller of Examinations, 14th floor,  
SRM University Library Building, Kattankulathur.**

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 review should be sent in the prescribed application form.
02. The application duly filled in should be submitted only through the College.
03. Fees for review :

<b>Degree</b>	<b>Amount per Subject</b>
<b>UG &amp; PG ALL PROGRAMMES</b>	<b>₹ 750</b>

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 Review must reach the Controller of Examinations through the college within the last date.
06. There is no provision for review of practical examination / project work / dissertation papers.
07. Incomplete / Defective application will be rejected and the review fees will neither be refunded nor adjusted towards any fee due to the university.