COMSATS University Islamabad, Wah Campus
Examinations Department

<u>Application Form for Re-checking / Re-totaling of Answer Book(s)</u>
(Fee is Rs. 2500/- each paper)

E014

1. Name of student: _____Father's Name: _____

2. Registration No. CIIT/_____-_____-_____/WAH   **3.** Department Name: _____

4. Terminal Exams FALL / SPRING _____   **5.** Result declaration date: _____

6. Paper to be re-checked / re-totaling (each subject form will be filled separately):

S.#	Course Code	Course Title	Date of Exam & Teacher Name	Marks obtain (Final Paper) /Total Marks
1.				

7. Fee paid Rs. _____ in Bank Branch Name _____ vide Challan No. _____ dated: _____

8. I have to abide by the rules and regulations of the COMSATS University Islamabad, Wah Campus.

9. Signature of Student: _____ Address: _____

Cell No. _____E-mail:_____Dated: _____

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For Offical Use Only

The above mentioned course answer book of a candidate is/are checked in the presence of respective course instructor and Exams Official:

Q.1 _____/_____ ,Q.2 _____/_____,Q.3 _____/_____, Q.4 _____/_____, Q.5 _____/_____, Q.6 _____/_____, Q.7 _____/_____

Q.8 _____/_____, Q.9 _____/_____, Q.10 _____/_____ Q.11 _____/_____, Q.12 _____/_____, Q.13 _____/_____, Q.14_____/_____

Total Marks (after rechecking/ retotaling) _____out of_____

_____   _____
Instructor /Teacher Signature   Exams Official Signature
Date: ____/____/202__   ate: ____/____/202__

S.#	After Rechecking Remarks / Decision	Tick Related
1	**a)** Answer book was thoroughly rechecked/ totaling. **b)** Answer books was properly marked. **c)** No discrepancy / changes found. **d)** Sub Total and Grand Total marks were found correct. **e)** No part was left unmarked.	
2	Discrepancy found in the grand total on the title page of the answer book. The corrected marks were _____ instead of _____. After correction in the Award List and CUonline. The new total is _____ / _____.	
3	Discrepancy found in transfer of total marks / converted marks from Answer Book to Award List/CUonline. The correct marks were _____ instead of _____. The new total is _____/_____.	
4	Discrepancy found in Q.No. _____ portion _____ was unmarked, after rechecking _____ marks of unmarked question are added in final total. The new total is _____/ _____.	
5	Discrepancy found in Q.No. _____ mark(s) was/were forwarded incorrect on the title page of Answer Book. After _____ mark(s) added in Grand Total, The new total is _____/ _____.	
6	Objective marks were not forwarded on the title page. After _____ mark(s) added in Grand Total, The new total is _____/ _____.	
7		

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TOKEN : (Student to be fill relevant blank below)

Student Name _____, Regd.No. CIIT/_____-_____-_____/WAH

Apply for Paper Rechecking on date: _____

Signature of Exam Official: _____ Date: ____/__/202__