



लक्ष्यं विश्रमानम्

# WEST BENGAL STATE UNIVERSITY

## Rules for Review Guidelines for PG Course

### For Semester-I/III M.A./M.Sc./M.Com/M.R.S. Examinations, 2022/2023

#### A) General Provisions:

A regular candidate having completed the M.A./M.Sc./M.Com/M.R.S. Semester-I/II/III/IV Examinations of 2022/2023 **whose results have been published in the year 2022** may apply to the In charge of the office of the Controller of Examinations through the departmental head/coordinator of the concerned department for re-evaluation (review) of his/ her answer-script(s) within 21<sup>st</sup> October 2022 and/or 10 days from the date of publication of this Notice subject to the provisions as laid down hereunder.

1. There will be no review for attendance, internal marks, Practical papers.
2. Review is permitted for **Core papers only**.
3. Students getting marks much below Pass marks **are strongly advised not to apply** for review.
4. Students whose results are withheld or who have been reported against cannot apply for review.
5. Review application must be submitted through the department with forwarding by the Head/Coordinator of the Department as applicable, within ten days from the date of issue of this notice on the University website.
6. A hard copy with Names, Registration Numbers and Roll Numbers of the Review Applicants must be submitted to the University; another copy will be retained by the department. Such hard copies must have signature by the Head/Coordinator.
7. Non-refundable Charge for Review per Paper will be Rs.225.00. Mode of payment of charge will be as follows:

The fees are to be paid by each candidate at the time of filling in the Review Application form online. Total fees are to be submitted by the candidate through SBI Debit/Credit Card /Net Banking, a receipt of which will be retained along with application form finally generated. If the online payment failed please pay the total fees to the University by cash challan. The candidates after online/offline submission will have to submit to West Bengal State University Examination Department/PG Section along with original Mark-sheet within stipulated date, given below.

**B) Re-evaluation Fees:** Re-evaluation fees is Rs 225/- per paper, payable by a candidate.

#### C) Submission of Application:

The Review application form may be filled in online/offline from the University website [www.wbsuexams.net/](http://www.wbsuexams.net/) [www.wbsubregistration.org](http://www.wbsubregistration.org) and submitted along with the receipt copy of the requisite fees accompanied with original mark-sheet to the PG Section/Examination Department.

**D) All review applications will accompanied with Original Mark-sheets.**



**E) Results of Re-evaluation:**

The University shall try its best to publish re-evaluation results of the candidates for Examinations of odd Semester, 2022/2023 at the earliest, ordinarily within 45 working days from the closure of receipt of applications (barring unforeseen circumstances).

**The last date for submission of applications at the concerned Section/Office is 21<sup>st</sup> October, 2022.**

Students are requested to send the filled in forms to the University concerned section/office along with a receipt of the requisite fees within 21<sup>st</sup> October, 2022. The date shall not be extended under any circumstances for sake of early publication of Review results in the best interest of students.

**E) Special Review:**

A candidate may apply for Special Review of the answer scripts (only in Theory papers) as per special provisions of the University if he/ she is not satisfied with the result. Such applications must be made to the office of the Hon'ble Vice-Chancellor within the above dates. **The marks obtained by the candidate in the Examination of the respective Semester held at the concerned department must be attached with the application for Special Review.** The fees payable for this service is Rs 1000/- per paper. Only the candidate will be allowed to see his/her paper.

A candidate may seek special review of not more than two papers.

Application for special review shall be restricted to theoretical papers only.

To be eligible for special review, a post-graduate candidate has to secure at least 40% marks in all the remaining papers/ subjects in any Semester of his/her PG course except the paper(s) (max. of two) where he/she is applying for special review.

**F) Self Inspection Scripts :** A candidate may apply for self inspection of scripts (rule 1, 2, 3 will remain applicable). The fees payable for this service is Rs.500/- per paper. There is no scope of increase in marks in self inspection. Only the candidate will be allowed to see/inspect his/her paper.

**G) Right to Information :** Under right to information copies of scripts will be made available to the students when review/special review process is completed. RTI application has to be submitted within 21 days from the date of publication of the results. (only for examination conducted in offline mode).

**H)** The whole review process including special review and disposal of RTI applications will be completed within 6 (six) months from the date of publication of results. No paper will be preserved beyond a period of six months from the date of publication of results.

**In charge of the office of the  
Controller of Examinations  
11<sup>th</sup> October, 2022**



**WEST BENGAL STATE UNIVERSITY**  
**BERUNANPUKURIA, MALIKAPUR**  
**BARASAT, NORTH 24 PARGANAS**



**APPLICATION FORM FOR POST PUBLICATION RE-EXAMINATION OF ANSWER-PAPERS**  
**OF THE M.A./M.Sc./M.Com/M.R.S. EXAMINATIONS 2022/2023**  
**(SPECIAL ATTENTION IS DRAWN TO THE RULES PRINTED ON THE REVERSE)**

1. Attention is drawn to the rules and instructions printed on the reverse.
2. Special attention is drawn to the following instructions:-  
"The applicant should see the eligibility criteria and submit his / her application accordingly. If he / she is found not eligible his / her application for Re-Examination shall be treated as cancelled and the Re-Examination fee shall not be refunded".
3. Self-addressed envelope ( 9" X 4" ) to be enclosed./MobileNo./WhatsApp No. must be provided.

To  
The Controller of Examinations  
West Bengal State University (Barasat, North 24 Parganas)

Sir,

I beg to apply for Re-Examination of the following paper / papers in .....  
at the ..... Examination, ..... held in 20 .....

The prescribed fee of Rs. 225 /- per paper / half paper (Total Rs. ....) receipt of which is forwarded herewith.  
An attested copy of the mark-sheet of the examination concerned is also sent herewith.

1. Name in full .....
2. Name of the Examination .....
3. Roll / ID No. ....
4. University Registration No. .... of 20..... 20 .....
5. Paper(s) to be Re-Examined :  
(Special papers if any, should be clearly stated)

Sl	TYPE	Paper Code	Paper Name	PPR/PPS

Date .....

Signature of the Candidate

Address .....

Mob.No. ....

**MEMO NO.**

Forwarded to the Controller of Examinations for necessary action. I am convinced that there are strong and sufficient grounds for such Re- Examinations.

Signature with seal  
Head/Coordinator of the Department



**Rules for the Post Publication Re-Examination of answer papers for the  
M.A / M.Sc. / M.Com. / M.R.S.**

A candidate for the above examinations of this University may apply to the Controller of Examinations for Re- Examination of his / her answer scripts normally within 10 days from the date of publication of Notice in the prescribed form with the prescribed fees per paper / half paper , subject to the following conditions :-

1. Full Paper / half Paper for which two or more examiners are appointed will be re-examined.
2. Application for re-examination shall be restricted to theoretical papers only, and no application for re-examination in any practical / oral / internal assessment / dissertation / project / field work, etc., shall be entertained..
3. A candidate who failed or passed will have the option of getting his / her answer-scripts re-examined in one full paper or in two half papers where examinations are held part wise and half wise if he / she secures 40% of the total marks in the remaining papers / halves of the part concerned. A candidate who failed or passed will have the option of getting his / her answer scripts re-examined in one paper only where examinations are held in parts but not half-wise, if he / she secures 40% of the total marks in the remaining papers of the part concerned.

Provided that for examination in subject in which examinations are not held part-wise and papers not half-wise and are held at the end of the full course of study , a candidate who failed or passed will have the option of getting his / her answer scripts re-examined in two papers of the examination if he / she secures 40% marks in the remaining papers taken together.

The last date for receipt of applications is 21<sup>st</sup> October 2022.

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In charge of the office of the  
Controller of Examinations  
17<sup>th</sup> October 2022

MEMORANDUM

Forwarded to the Controller of Examinations for necessary action. I am convinced that there are strong and sufficient grounds for such re-examination.

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Head, Department of the Department