



WEST BENGAL STATE UNIVERSITY

Berunanpukuria, Malikapur, Barasat, Kolkata -700126

APPLICATION FOR OBTAINING PHOTOCOPY OF EVALUATED ANSWER SCRIPT (S) UNDER RIGHT TO INFORMATION (RTI) ACT, 2005

To

The RTI/SPI Officer,

West Bengal State University

Barasat, Kolkata-700126.

Sir/ Madam,

I would like to obtain photocopy of answer Script (s) for the purpose of my self- inspection only under the relevant provision of the RTI Act, 2005 for which I am furnishing my particulars as hereunder and remitting Rupee TEN (Rs. 10/-) as an Application Fee by way of affixing Court Fee Stamp or by Demand Draft (DD) or Indian Postal Order (IPO) in favour of West Bengal State University payable at Kolkata as cost for providing information:

1. Full Name of the Applicant (In Block Letters) :
2. Father's Name Guardian's Name:.....
3. Permanent Address with Mobile No.:.....
.....
.....
4. Present address with Mobile No :.....
.....
.....
5. E-mail address:
6. Details information about the applicant:
7. Name of the College:.....
8. Mentioned Subject including Hons./ General :.....
9. Name of the Examination and Year :.....
10. Mentioned Roll & Number:(Photocopy of admit card shall have to be attached):
11. Registration Number with Session:.....
12. Name of the Centre of Examination:.....
13. Particular of the Information Solicited:

a) Subject matter of Information :

b) Specific Details of information required:.....

: INSTRUCTIONS :

1. Application for obtaining photo copy of the Evaluated Answer Script shall have to be submitted in the University prescribed application form through the proper channel which is available in the University website i.e. www.wbsu.ac.in.
2. Application for photo copy of Evaluated Answer Script is to be submitted within **twenty one** working days from the date of publication of result of concerned examination. No application for getting photocopy of evaluated answer scripts in **practical papers** shall be entertained by the University.
3. Photo copy of Evaluated Answer Script which is/are under re-examination it will be provided to applicant only after publication of updated result.
4. **Answer Scripts are not preserved beyond six months from the date of publication of result.**
5. A self attested photocopy of the mark sheet & admit card must be enclosed with the application.
6. Prescribed RTI application fee of Rs 10/- to be submitted only through IPO/Court Fee or Demand Draft, no other mode will not be entertained as RTI application fees. No fee shall be charged from the persons who are of below poverty line. It is also mentioned that **application without requisite fees it will be treated as incomplete application.**
7. Processing charges of Rs. 300/- per paper is payable through a Demand Draft/ Banker's Cheque drawn on any nationalized Bank in favour of "West Bengal State University" or University challan after getting intimation from the RTI Cell of the University.
8. No RTI application for obtaining photo copy of evaluated answer script (s) will be accepted without prescribed format by the University.

Declaration

I do hereby declared that the above statements are true to the best of my knowledge and that, if any of the statements is found to not correct, my application shall be liable to rejected by the University without any intimation to me.

Place:

Date:

Full Signature of the applicant

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(Signature of the Principal with office seal)