



## OFFICE OF REGISTRAR (EXAMINATION & EVALUATION)

Title of the Policy : Showing Evaluated Answer Scripts to Students  
Policy No. : AU/E&E/Policy/3  
Version : 1.0  
Date of Approval : July 8, 2021

### **Objective:**




To show evaluated answer scripts to students on request.

### **Brief description on Policy:**

Policy will facilitate transparency in the system and will ensure fairness in assessment.

For the purpose of availing the benefit of this policy following process needs to be followed:

- Any request from students for viewing their answer scripts should be forwarded to the Registrar (Examination & Evaluation).
- Upon approval from the Registrar (E&E), the examination department in presence of Deputy Registrar (E&E) / Assistant Registrar (E&E), should show the scanned copy of answer script (through desktop computer) to the student.
- In case of theory paper, a subject faculty expert (If required) may be made available, while showing answer script to student.
- There should be a minimum fee of Rs. 500/- (per subject) be chargeable for showing evaluated answer scripts.

Prepared by:	Verified by:	Approved by:
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