



THE MAHARAJA SAYAJIRAO UNIVERSITY OF BARODA

Fatehgunj, Vadodara – 390 002, Gujarat, INDIA

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NOTIFICATION

IMPORTANT

EX/3187

Day & Date: 22/11/13

To,
Deans of Faculties / Principals of Colleges,
The M. S. University of Baroda, Vadodara

Subject: **Introduction of O.195-I - Ordinance for Supplying certified copy/copies of Answer-books.**

Reference: Syndicate Resolution Number 8 dated 22/09/2013.

In order to have transparency and openness, and observing the requirement of the candidates seeking their 'Certified copy of their Answer-book(s)' of the University examination, the Syndicate vide SR Number 8 dated 22/09/2013 resolved to introduce the Ordinance O.195-I facilitating candidates for requesting to obtain "**Certified Copy/Copies of Answer-books**". However, the copies of answer-books were not provided till now, except for the cases demanding certified copies of answer-books pursuant to Hon'ble Supreme Court Judgment.

You are therefore requested to arrange to notify the introduction of new ordinance and disseminate the same among all concerned and take further necessary actions so as to **implement the O.195-I with effect from the second-half examination of the academic year 2013-14.**

The following addition in O.195 is introduced:

Addition of O.195-I after O.195-H:

- **O.195-I: Providing the 'Certified copy/copies of answer-book(s)'**

The candidates desiring for obtaining the certified copy(ies) of his/her answer-book(s) for one or all course(s)/paper(s) have to apply to the Examination section along with the payment receipt of ₹1000/-@ per course/paper.

@: The charge for obtaining the 'Certified copy/copies of answer-book(s)' be increased by ₹100/- every TWO YEARS.

1. In case a candidate who has appeared for the University Examination is not satisfied with the assessment of his/her answer-book(s) in any paper/s, he/she may apply for

obtaining the 'Certified copy(ies) of his/her answer-book(s)' in the prescribed form of application to The Registrar, The M. S. University of Baroda within a prescribed period.

2. The application for obtaining the 'Certified copy(ies) of answer-book(s)' of marks/grades obtained at the Internal Test/Practical, Viva-Voce, Thesis, Dissertation, Term-Work, Assignments etc. submitted by the students shall not be entertained by the University.
3. The application form for obtaining the 'Certified copy(ies) of answer-book(s)' will be available from the Account Section, University Office on production of Fee receipt/Hall-ticket of the concerned Examination. The completed form in all respect must be submitted to the Examination Section with a copy of receipt of ₹1000/-@ per course/paper **within Ten (10) working days after the date of DECLARATION OF THE RESULT of the respective examination by the Examination Section of the University Office."**

@: The charge for obtaining the 'Certified copy/copies of answer-book(s)' be increased by ₹100/- every TWO YEARS.

4. In case of a subject consisting of more than one course/paper, a separate payment shall be made for each course/paper and only one application be made for the purpose.
5. The application for obtaining the 'Certified copy(ies) of answer-book(s)' will be accepted for one or all the courses/papers at the concerned University examination.

6. Preservation of Answer-books:

The answer-books of the university examination shall be preserved by the University Examination Section for a period of six months [06 months] from the date of declaration of the result of the concerned examination and shall thereafter be disposed of in the manner as decided by the university from time-to-time. **The application(s) received after such date (i.e. after completion of preservation period so specified hereinabove) shall not be entertained.**

7. The application for obtaining the 'Certified copy(ies) of answer-book(s)' shall not be entertained and no correspondence in that respect will be made thereof by the University if;
 - (i) An application is received after the due date or not accompanied by the requisite payment,
 - (ii) An application without the endorsement from the Dean/Principal of the concerned faculty/college about the correctness of the application,
 - (iii) Incomplete application and other details required in the prescribed application form.
8. The certified copy(ies) of the answer-book(s) shall be provided to the applicant after 10 working days from the date of receipt of application for this purpose.
9. The fees once paid towards obtaining the 'Certified copy(ies) of the Answer-book(s)' shall not be refunded under any circumstances whatsoever.

10. However, no modification and/or change in the Original marks/grades shall be allowed as a result of supply the 'Certified copy(ies) of answer-book(s)'.
11. The candidate desirous of re-checking and/or re-assessment and/or inspection of answer-book(s) under and relevant ordinances must have to apply separately along with requisite fees thereto.
12. All marks or signatures that indicate the identity of the examiner shall be hidden while giving the 'Certified copy(ies) of the Answer-book(s)'.
13. Only the candidate who appeared in the examinations shall be entitled to obtain the 'Certified copy(ies) of the Answer-book(s)'.

The present Ordinance shall be effective from the second-half examination of the academic year 2013-14.

Sd/-
Deputy Registrar (EXAM/ACA)
For OSD (Registrar)

Copy to,

1. PS to VC / OSD (R)
2. All Sections of the University Office – For information and record.
3. Account Section – With a request for implementation as per resolution.
4. Hon. Director, Computer Centre – With a request to upload the same on University Website.
5. Concerned Official at Exam Section – Along with OP's