

**Performa-VI: For scrutiny of marks**
 Dispatch No:.....  
 (filled by department)

 Application No:.....  
 (filled by exam cell)


**DOON UNIVERSITY, DEHRADUN**  
**(A STATE Govt. UNIVERSITY)**  
**APPLICATION FOR SCRUTINY OF MARKS**

**NOTE:** For scrutiny of marks, candidate should enclose *Registration form and Admit card photocopy* along with this form. Without these documents, scrutiny of marks will not be done. All the fields in the form are compulsorily to be filled.

1. Name of the Student (in capital letters):..... Father's Name:.....
2. Student ID:..... Student Roll No: ..... Mob. No.....
3. Programme:..... Batch:..... Current Semester:..... UG/PG:.....
4. Name of the School:..... Name of the Department:.....
5. Courses/ Papers in which scrutiny of marks is required: **Please fill correct code and title from registration form.**

**Section –A**

(For providing marks detail as per available record in exam section)

S.No.	Filled by student				Marks distribution filled by exam section					Remark, if any, filled by exam section regarding updating of marks/grade.
	Course Name	Course Code	Semester in which course offered (In case of back paper/ improvement examination)	Grade obtained	Mid/ Makeup (30)	End semester theory (50/30)	Practical/ Project/ Field work (20)	Presentation/ Viva voce	Assessment (20)	
1.										
2.										
3.										

**General Rule:** To pass in a subject, all the exams (Mid or Make-up, End, Practical, Viva-Voce as applicable) are compulsorily to be given.

 .....  
 Signature of the Student

Date:

 .....  
 Signature of the Head of the Department  
 with comments(if any) along with seal

 .....  
 Assistant Coordinator of Examination

**Section –B**

(Filled by the concerned faculty for marks updation, if required in response of Section A and submitted through HOD because in earlier submitted record, marks were not provided by the faculty due to mistake or any other valid reason)

S.N.	Course Name	Course Code	Semester (in case of back paper/ improvement examination)	Marks (MID or Makeup/END/Assessment) provided by the concerned faculty through HOD in response of above Section A.	Signature of the faculty with date	Remark, if any, filled by the concerned faculty regarding updating of marks/grade.
1.						
2.						
3.						

 .....  
 Signature of the Head of the Department with  
 comments(if any) along with seal

 .....  
 Technical Assistant of Examination

 .....  
 Assistant Coordinator of Examination