



महाराजा गंगा सिंह विश्वविद्यालय

MAHARAJA GANGA SINGH UNIVERSITY

जैसलमेर रोड, बीकानेर-334004 Jaisalmer Road, Bikaner-334004

दूरभाष/ Phone: 0151-2210076 ई-मेल/ E-mail: academicmgsu@gmail.com

No. F.07()MGSU/Academic/2012/ 1410

Dated: 26-10-2012

Notification

Any examinee of this University if applies for the certified copy of his/her answer book(s) under the provisions of RTI Act, he/she shall be provided certified copy of the same as per the regulations framed by Academic Council vide resolution No. 10/08 dt. 08.06.2012 and approved by the Board of Management vide its resolution No. 214 dt. 21.07.2012.

These regulations will come into force with immediate effect from 19.10.2012. Regulation and the proforma application are appended herewith.

Registrar

MGS University

Bikaner

No. F.07()MGSU/Academic/2012/ 1411-31

Dated: 26-10-2012

Copy forwarded for information and necessary action to:-

1. The Principal Secretary, H.E. the Governor of Rajasthan, Raj Bhawan, Jaipur
2. The Principal Secretary to the Government of Rajasthan, Higher Education Department, Government Secretariat, Jaipur
3. The P.S. to V.C., MGS University, Bikaner
4. Deans of all Faculties, MGS University, Bikaner
5. The Comptroller, MGS University, Bikaner
6. The Dy. Registrar (Estt./Acad.), MGS University, Bikaner
7. The P.I.O./A.P.I.O, MGS University, Bikaner
8. All Assistant Registrars/Section Officers, MGS University, Bikaner
9. Incharge, Legal Cell, MGS University, Bikaner
10. Guard File.

Registrar

Regulations for obtaining certified copy of answer book under RTI Act-2005

1. Under the RTI Act, 2005, certified copy of evaluated/revaluated answer book(s) can be obtained by an examinee on applying for the same on the prescribed application form only.
2. Application for obtaining certified copy of the answer book(s) of one or more papers can be submitted alongwith a non-refundable fee of Rs.1,000/- per answer book. The fee should be deposited only through Account-payee Demand Draft in favour of the Registrar, Maharaja Ganga Singh University Bikaner payable at Bikaner. Postal orders/Money orders/Cheques/Cash will not be accepted. Applicant must attach his/her attested photo copy of marksheet along with the application.
3. Certified copy of the answer book(s) can be obtained by the examinee himself./herself. Photocopy of the answer book of an examinee shall not be given to another examinee or anyone else.
4. Application complete in all respects for obtaining certified copy of the evaluated answer book(s) can be submitted by an examinee only after 30 days of the declaration of his/her examination result. Last date of receipt of the application form shall be the 60th day from the date of declaration of the result.
5. Application for obtaining certified copy of the revaluated answer book(s) can be submitted by an examinee within 30 days of the declaration of his/her revaluation result.
6. After the last dates, as prescribed above, no application form for certified copy of answer book(s) shall be accepted, and the process of disposal of answer book(s) shall be started.
7. The examinee is required to fill the application form neatly and completely in his/her own handwriting. He/She should paste his/her recent photograph on the application form and put his/her signature across it.
8. Certified copy of answer book(s) will be sent by post to the applicant at his/her address as given in the examination form. Hence the same address(as given in the examination form) should be mentioned by the applicant in the application form. In exceptional circumstances if an applicant wants to get certified copy of his/her answer book(s) on a different address, then he/she is required to give reason for the same on a separate paper.
9. If an examinee applies for revaluation of his/her answer book(s) and also for certified copy of evaluated answer book(s), he/she will be given certified copy of the answer book(s) only after revaluation.
10. If an examinee after receiving the certified copy of his/her answers book(s) points out a posting error or totaling error in the marks or unassessed answer, the University will rectify the same. However, scrutiny/revaluation of the answer book(s) shall be done only according to the existing rules of the University.
11. No complaint regarding the assessment of the answer book by the examiner shall be entertained.
12. Incomplete/wrongly filled application forms shall stand rejected. Any false information/impersonation will make the application cancelled and the applicant can be prosecuted.


Registrar

As per decision of Hon'ble High Court, Jodhpur condition No. 2 is not applicable presently till further clarification.

Received Rs.
Vide DD No.
Dated:
Receipt No.

SERIAL NO.

Cashier



Maharaja Ganga Singh University

Jaisalmer Road, NH-15 Bikaner

Application form to obtain Certified Copy of Answer-book under RTI Act
(To be filled in by the student in his/her own handwriting)

[Please read carefully the regulations to fill the application form]

1. Name of the student(In block letters).....
2. Father's Name.....
3. Name of Examination.....
4. Roll No.....Enrolment. No.....
5. Name of
College/Centre.....
6. Year and Session.....
7. Result: Fail or Pass.....
8. Date of Declaration of Result.....
9. Particular paper(s) for which answer-book is applied for

Photo to be
signed by the
candidate

Paper	Marks Obtained	Paper	Marks Obtained
1.	4.....
2.	5.....
3.	6.....

10. Whether applied for Revaluation/ScrutinyYes/No

a. If yes in which paper(s)

(i).....(ii).....(iii).....

b. Date of Declaration of Revaluation

result:.....

Specimen handwriting of the student. Write some sentences here below.

.....
.....
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.....
.....

3

11. Number of Bank Draft.....Date.....Name of Bank.....

Note: Fee through Demand Draft (CASH/CHEQUES/MONEY ORDERS/POSTEL ORDERS IS NOT ACCEPTABLE) should be in favour of Registrar, Maharaja Ganga Singh University Bikaner payable at Bikaner.

12. Address on which certified copy of the answer book(s) is to be sent. The address should be the same as mentioned in the examinations form. In exceptional circumstance, if an examinee wants certified copy of the answer book on a different address, reasons for the same be given on separate paper.

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13. Telephone No. with code.....Mobile No.....

I hereby undertake that the particulars given above are correct and true. I will abide by the rules and regulations of the University

Date.....

Full Signature of Student

.....

[For office use only]

[to be filled by university authorised person]

Case No.....

The result of the student was declared on.....

Application received on.....

Certified copy received on

Copy dispatched on No.

Signature of the dealing official

Counter Checked by

