



**RAVENSHAW UNIVERSITY  
CUTTACK**

No 1622 /Date 12.12.2023

**NOTICE FOR RE-CHECKING OF MARKS**

The candidates of UG 2<sup>nd</sup> & PG 2<sup>nd</sup> Semester (Regular and Professional) Examinations, 2023 who are desirous of Re-checking / getting Photo Copy of their answer scripts are required to apply in offline in prescribed form at **Counter No. 7** from 13.12.2023 to 20.12.2023 by depositing the required amount in online Mode of payment as mention in the table below.

| SL.NO | PERTICULARS                 | AMOUNT          |
|-------|-----------------------------|-----------------|
| 1     | Rechecking of Answer Script | 25/- per paper  |
| 2     | Photo copy of Answer Script | 100/- per paper |
| 3     | Rechecking and Photo copy   | 125/- per paper |

**Students are required to fill up their Re-checking /Photo copy forms offline and payment mode is online**

**BEFORE FILLING UP THE OFFLINE RE-CHECKING /PHOTOCOPY  
FORM CANDIDATES ARE REQUIRED TO FOLLOW THE FOLLOWING  
STEPS**

**Step-1:** Pay the requisite fee through online payment gateway i.e. (<https://www.onlinesbi.sbi/sbicollect/collecthome.htm?corpID=5339827>) and then Choose → Rechecking and Xerox Answer Script fee, then fill in the details and click submit in the Ravenshaw University website.

**Step-2:** Go to [www.ravenshawuniversity.ac.in](http://www.ravenshawuniversity.ac.in) → Admission → Student Login (Enter User Name & Password) → Enter the online transaction details→ submit the data →Print your details if you require.

**NO APPLICATION FOR RE-CHECKING / PHOTO COPY WILL BE ENTERTAINED  
AFTER 20<sup>th</sup> December 2023 (20.12.2023)**

Any complain regarding their Name, Roll No. and Registration No. may be brought to the notice of the undersigned.

  
Controller of Examinations

Memo No 1623 /Date 12.12.2023 /

Copy to all Notice Boards / All HODs/ All Hostel Notice Boards/ Chairperson, PG Council/ Registrar's Office/ CoF/ DSW / OIC, System / University Website/ OS/ Collection Counter/ PA to Hon'ble VC for information

  
Controller of Examinations  
Ravenshaw University, Cuttack