

**Instructions to candidates who are receiving  
Photocopy of Mark Statement**

1. Check whether the photocopy of the mark statement supplied is yours including the subject for which you have applied for.
2. Please note that the valuation is done for 100 marks in the answer script and the result announced is for 80 marks by conversion.
3. Check whether the totaling of marks is correct.
4. Check whether marks have been entered against the question no. (Including sub- division) in the front page, for all answers written.
5. If you find any mistake/omission/error on any of the item in Sl. No.1 to 4 you are directed to report to your Principal/HOD and to make suitable entry in the menu “Examinations – Revaluation - Photocopy Problem” in <https://coe1.annauniv.edu> within 3 days of receipt of the photocopy of the mark statement.
6. Answer scripts are valued by competent examiners who are faculty from other Engineering Colleges.
7. The valuation in the photocopy of the mark statement can be verified by the subject expert by valuing the answer script and if the expert is convinced that the script deserves higher marks than awarded, he/she can recommend for applying revaluation in the format given below:

PART – A			PART – B & C						Total	
Question No.	✓	Marks	Question No.	(i)	(i)	(ii)	(ii)	(iii)		(iii)
				✓	Marks	✓	Marks	✓		Marks
1			11	a						
2				b						
3			12	a						
4				b						
5			13	a						
6				b						
7			14	a						
8				b						
9			15	a						
10				b						
			16	a						
				b						
Total										
<b>RECOMMENDED/NOT RECOMMENDED</b>									<b>Grand Total</b>	
<b>Signature</b>										
<b>Examiner / Code</b>										
<b>College code /Name</b>										
The above recommendation by the subject expert may be retained by the Principal and the same be produced to the Controller of Examinations as and when it is required for further action.										

8. The application for revaluation of answer scripts for the persons obtained photocopy will be intimated after the supply of photocopy.
9. The marks awarded after revaluation which takes into account all aspects of valuation (including omission if any) is final. No representation will be entertained.
10. Photocopy of Revalued Answer Scripts will not be supplied on any account.