



Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

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Ref. No.VTU/BGM/Reg(E)/PS/2019-2020_ 2757

Date 24.04.2020

NOTIFICATION

Sub: Submission of online Application Forms for Revaluation and Photocopy of Answer Scripts of UG/PG Examinations held during Dec.2019/Jan 2020.

Ref. : No.VTU/BGM/Reg(E)/PS/2019-2020/2747, dated 20.04.2020

In continuation to the above, schedule of submission of online applications for **Revaluation and Photocopy** of answer scripts of

1. All semester B.E./B.Tech./B.Arch. **(the students already applied need not apply again)**
2. All Semester MBA and MCA **(the students already applied need not apply again)**
3. All Semester M. Tech. **(both full time and Part time)**
4. All Semesters M. Arch. (colleges may collect the data from the students and apply)

for examinations held during Dec. 2019 / Jan 2020 is as stated below:

: Schedule for filing online applications is as under:

EVENT	LAST DATE
Starting date for online filing of applications	27.04.2020
Last date for online filing of applications	05.05.2020

Last date for submission of fee collected will be intimated later.

NOTE:

INSTRUCTIONS TO COLLEGE STAFF ENTERING DATA

1. Constantly monitor the email ID/WhatsApp assign to you, maintain a list of all received applications and their status (data entry done/not done).
2. Take extra care when you enter the email ID and mobile number of students. They will be required to verify the application data as well as receive photocopy. If there is a mistake in this entry, students will not be able to receive photocopy.
3. Every application received by you must be entered into the VTU Revaluation Application portal.
4. Keep a record of received application by taking its print along with the data entered into VTU Revaluation Application portal by taking a print of the completed application. They must all be numbered and filed so that they can be accessed later. They will be used as reference documents in case there are any complaints from students.

5. Applications must be submitted as per the prevailing practice.
6. Fee shall be collected from the students immediately after reopening (if not collected online) and submitted to the university as per the instructions issued from time to time.
7. Printout of the applications must be taken and verified for its correctness and handed over to the student once classes reopen.
8. It is the responsibility of the colleges to ensure the correctness of the data entered by the college
9. Inform **the students to verify their application at <https://prexam.vtu.ac.in/revalstudent/index.php> (UG Students) and <https://prexam.vtu.ac.in/revalpgstudent/index.php> (PG students) corrections, if any in are to be incorporated by the college by editing application before the last date.**

PLEASE NOTE:

1. **The students should not apply for photo copy in the subjects that**
 - a. **Require drawing sheets and**
 - b. **Computer aided engineering drawing subjects****if applied no refund will be made.**
2. Request for Extension of last date for filing applications will not be entertained.
3. Applications once submitted shall be final.
4. After submitting the data, no change request in the data will be entertained.
5. Fees once paid will not be refunded.
6. For queries if any. please send an email to prexam@vtu.ac.in

Sd/-

REGISTRAR (EVALUATION)

To, The Principals Constituent / Affiliated Engineering Colleges

Copy FWC's to: Hon'ble Vice-Chancellor, through the Sec. to VC, Registrar & Finance Officer, VTU for information and Incharge Regional Directors of VTU RO's, Incharge Director, ITISMU, VTU Belagavi and Chairpersons of PG Departments for information & needful



REGISTRAR (EVALUATION)