



शिक्षाकेंद्र, 2, सामुदायिककेंद्र, प्रीतविहार, दिल्ली 110 092  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI – 110 092

CBSE/Coord/2018/F.11

31/05/2018

**NOTICE**

**Reg: Modalities and schedule in respect of the processes of Verification, Obtaining Photocopy of the Evaluated Answer Book(s) and re-evaluation of answer books for the candidates who have appeared under Secondary School (Class X)/Senior School Certificate (ClassXII) Examination, 2018**

This is for the information of all the stakeholders that modalities for applying for Verification, Obtaining Photocopy of the Evaluated Answer Books(s) and Re-evaluation for the candidates who have appeared under Secondary School Examination (Class X)/Senior Secondary School Certificate (Class XII) Examination, 2018 will be as under:-

**1. Verification of Marks**

- a) Request for verification can be submitted only online from website of CBSE [www.cbse.nic.in](http://www.cbse.nic.in) along with fee of Rs.500/- per subject as per schedule given in Annexure-I.
- b) In case applying from India the requisite fee of Rs.500/- per subject can be deposited through payment gateway (Credit/Debit card/Netbanking). No fee shall be accepted in offline mode i.e Postal Order/DD/Money order/ cheque etc.
- c) The result of verification will be uploaded on the website of CBSE. However, in case of a mistake (or change in marks) a formal letter will also be sent to applicant by speed post through concerned Regional Office of CBSE. In case where there is no change of marks, no letter will be sent by CBSE. Applicants are advised to visit website of CBSE for the status of verification request.
- d) Board will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent to the revision of mark(s) or delay in communication, for reasons beyond control.
- e) Incomplete applications/offline applications will be summarily rejected.
- f) Request for verification will only be accepted once. Another chance will not be given.
- g) Only those candidates who apply online for verification of Marks will be eligible to apply for obtaining photocopy of answer book.
- h) Fees once deposited shall not be refunded in any case.**

**2. Application for Obtaining Photocopy of the evaluated answer book**

Only those candidates who have applied for verification of Marks online in manner as prescribed above will be eligible to apply for obtaining photocopy of the evaluated answer book(s) on remitting the requisite fee of Rs. 500/- per subject for Class –X and Rs. 700/- per subject for Class-XII. Schedule and procedure for receipt of requests will be as under:



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- a) Application will be received only online through website of CBSE www.cbse.nic.in along with fee of Rs. 500/- per subject for Class –X and Rs. 700/- per subject for Class-XII as per schedule given in Annexure-I.
- b) Only those candidates who have applied for verification of marks shall be eligible to apply for obtaining photocopy (ies) of the evaluated answer-book(s). Applications will be received only online with payment through gateway/netbanking, debit/credit card (both national/international).
- c) In case applying from India the requisite fee of Rs. 500/- per subject for Class –X and Rs. 700/- per subject for Class-XII can be deposited through payment gateway (Credit/Debit card/ Netbanking). **No fee** shall be accepted in offline mode i.e. Postal Order/DD/Money order/ cheque etc. No application will be accepted without fee.
- d) Application submitted on behalf of the candidate and also incomplete application will be summarily rejected and fees deposited shall be forfeited without any further reference.
- e) Photocopy of the evaluated answer book will be provided after blocking all information relating to the identity of the Examiner/ Evaluator/ any other official associated with the examination process.
- f) Decision of the Competent Authority of the Board on the Marks awarded shall be final and binding on the candidate.
- g) Board will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent upon the delay in communication for reasons beyond control.
- h) However, if he/she desires to challenge the marks awarded to any question, then he/she will have to apply online, as per the schedule.
- i) **NO APPLICATION WILL BE ACCEPTED WITHOUT FEE.**
- j) **INCOMPLETE APPLICATIONS WILL BE SUMMARILY REJECTED.**
- k) **REQUEST FOR OBTAINING PHOTOCOPY OF THE EVALUATED ANSWER BOOK WILL ONLY BE ACCEPTED ONCE. ANOTHER CHANCE WILL NOT BE GIVEN.**
- l) **Fees once deposited shall not be refunded in any case.**

### **3. RE-EVALUATION OF EVALUATED ANSWER BOOK FOR CLASS X/XII**

- i.) Only those candidates who have applied for obtaining photocopy of the evaluated answer book shall be eligible to apply for re-evaluation or challenge the marks awarded to any question(s).
- ii.) Request for re-evaluation/challenges shall be entertained only for theory portion @ Rs. 100/- per question
- iii) Request for revaluation/challenge **for particular question(s) only in theory paper** shall be received only **online on 21<sup>st</sup> June 2018 and 22<sup>nd</sup> June 2018 Payment through Credit /Debit Cards /Netbanking**



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- iv) Request for RE-EVALUATION WILL ONLY BE ACCEPTED ONCE. ANOTHER CHANCE WILL NOT BE GIVEN
- v) **The applicant will have to refer to the marking scheme in the subject concerned which would be available on the website along with the question paper and then submit application for re-valuation in the required question(s) with reasoning**
- vi) In cases where marks are increased or decreased a fresh marks statement shall be issued to such candidates after surrendering the old Marks Statement by the candidate(s) concerned.
- vii) the status of revaluation shall be uploaded on the website for the subject and question (s) for which applied for, followed by a formal letter by speed post;
- viii) the decrease even by one mark shall be effected
- ix) NO APPEAL OR REVIEW AGAINST THE RE-EVALUATION WOULD BE ENTERTAINED.
- x) the Board will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent to the revision of marks, if any or delay in communication for reasons beyond control
- xi) **NO APPLICATION WILL BE ACCEPTED WITHOUT FEE**
- xii) **INCOMPLETE APPLICATIONS WILL BE SUMMARILY REJECTED**
- xiii) **Fees once deposited shall not be refunded in any case.**

**In case of all the above three activities, i.e. 1, 2 and 3, the decision of the Competent Authority of the Board on the marks awarded shall be final and binding on the candidates.**

(K. K. CHOUDHURY)  
CONTROLLER OF EXAMINATIONS