

UNIVERSITY OF DELHI
(INTERNAL ASSESSMENT RECTIFICATION REQUEST FORM)
Request for rectification of Internal Assessment Marks for May/June- 2016 Semester Examination.

1. Roll Number _____ 2. Name of Applicant _____

3. Course Code & Course Name _____ 4. Year / Semester _____

4. College _____ 5. Result of Candidate _____

6. Subject Information with Original I.A. and corrected I.A. marks.

S.No.	Subject Code	Name of Subject	Original I.A. Marks				Corrected I.A. Marks			
			←----- House Exam Marks	Assignment Marks	-----→ Attendance Marks	Total	←----- House Exam Marks	Assignment Marks	-----→ Attendance Marks	Total
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										

(Signature of Candidate)

P.T.O.

(TO BE FILLED IN BY COLLEGE)

7. Reason for rectification of Internal Assessment.t.

8. What remedy has the Principal taken to ensure that the error is not repeated.

9. Did the Student sign the Internal Assessment statement prior to submission of I.A. to the University. (YES/NO). _____

10. If answer to above query (S.No. 9) is YES, then why the student is seeking Rectification In Internal assessment now.

11. Has the rectification been endorsed by the I.A. coordination committee of the college. _____

(Signature of I.A. Monitoring Committee Member)

Place : _____

Date : _____

(Signature of Principal with Stamp)

Note : The Principal of the college is requested to retain all documents related to I.A. at the college level. Any grievance raised by the student / stakeholder has to be addressed by the college with **documentary proof** in this regard. In case appropriate documentary proof is not provided, the request will be automatically rejected.