



**BLDE**

**(DEEMED TO BE UNIVERSITY)**

Declared as Deemed to be University u/s 3 of UGC Act, 1956

The Constituent College

SHRI B. M. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE, VIJAYAPURA

**Extract of relevant Bye laws of the University**


**BL-84 (1) Assessment of Answer Books:**

- a) Before the actual assessment work starts, the University shall submit in detail model answers and scheme of valuation.
- b) Every paper shall be valued by two examiners of whom one shall be external.
- c) The candidates shall be given the average of the total of marks given by two examiners.
- d) In case of non-availability of the external examiner second valuation can be given to any other eligible examiner for second valuation.
- e) In case there is difference of more than 15% marks awarded by the internal and the external examiner the paper shall be compulsorily valued by the third examiner who shall be an external examiner.
- f) In case of third valuation the average of the best of the two valuations shall be awarded to the candidate.
- g) In case of non-availability of the internal or external examiner Controller of Examination may with the consent of the Vice-Chancellor appoint any other qualified persons from the panel approved by the Board of Examiners.

**BL-85 a.** In case of post-graduate examinations, the answer scripts shall be valued by two internal and two external examiners separately.

- a) In case of non-availability of the examiners appointed, the Controller of Examinations shall appoint another examiner out of the panel approved by the Board of Examinations.

  
**REGISTRAR**  
BLDE (Deemed to be University)  
Vijayapura-586103, Karnataka.

  
**CONTROLLER OF EXAMINATION**  
**BLDE (DEEMED TO BE UNIVERSITY)**  
**VIJAYAPURA.**

Smt. Bangaramma Sajjan Campus, B. M. Patil Road (Sholapur Road), Vijayapura - 586103, Karnataka, India.

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College: Phone: +918352-262770, Fax: +918352-263019, E-mail: [bmpmc.principal@bldedu.ac.in](mailto:bmpmc.principal@bldedu.ac.in)



## BLDE (Deemed to be University)

(Declared as Deemed-to-be-University u/s 3 of UGC Act, 1956, vide Notification No. F.9-37/2007-U.3(A) dated 29-2-2008, of the MHRD, Government of India)

The Constituent College

SHRI. B. M. PATIL MEDICAL COLLEGE, HOSPITAL AND RESEARCH CENTRE, Vijayapura

BLDE(DU)/COE/UG-EXAM/2019-20/53

July 24th, 2019

Ref : BL-110 of the University Bye-laws.

### NOTIFICATION


### VERIFICATION AND RETOTALING OF MARKS

Information as to whether the candidate's answer in any particular head or heads of examinations have been examined and marked, will be supplied to the candidate on his/her forwarding an application accompanied by the required fee for each head within seven working days of the declaration of the results of the said examination.

The fee for verification shall be refunded to the applicant if it is found that there is (i) an omission to examine and/or mark any answer/answers in totaling (ii) mistake in totaling of marks.

The application along with required fee in the form of D.D. drawn in favour of "The Registrar, BLDE (DEEMED TO BE UNIVERSITY)" payable at Vijayapura, Karnataka should be forwarded through the principal to the undersigned on or before 31st July, 2019.

Fees Rs. 1500/- (One Thousand Five Hundred Rupees only).

  
Dr. S. S. Devarmani  
Controller of Examination,  
**CONTROLLER OF EXAMINATION**  
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**REGISTRAR**  
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## Report of Grievance Redressal (Examination section)

The grievances related to university are addressed to examination section of BLDE (Deemed to be University) through online portal or offline mode. All grievance which may include re totaling, revaluation- evaluation etc., are processed and resolved by adopting following procedure.

BLDE (Deemed to be University) is committed to providing a safe, fair and harmonious learning and work environment. Grievance Redressal cell was set up at Examination section in accordance with the University Grants Commission regulations 2012 (The Gazette of India, March 23-29, 2013) for handling grievances related to students, parents and staff members.

Grievance Redressal Cell facilitates the resolution of grievances in a fair and impartial manner involving the respective College/Dept/Office, maintaining necessary confidentiality, as the case may be.

Any stakeholder with a genuine grievance like retotaling, revaluation, access to answer sheets submit his/her grievance through online portal by filing appropriate form and other necessary formalities.

### 2. OBJECTIVES

- To ensure a fair, impartial and consistent mechanism for redressal of varied issues faced by the stakeholder;
- To uphold the dignity of the University by promoting cordial student- student relationship, student-teacher relationship, teacher-teacher relationship;
- To develop a responsive and accountable attitude among the stakeholders and thereby maintaining a harmonious atmosphere in the University campus;
- To ensure that grievances are resolved promptly , objectively and with sensitivity and in complete confidentiality;
- To ensure that the views of each grievant and respondent are respected and that any party to a grievance is neither discriminated against nor victimized;

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Call: +918352-262770, Fax: +918352-263303, E-mail: [bangarama\\_principal@bldedu.ac.in](mailto:bangarama_principal@bldedu.ac.in)



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BLDE

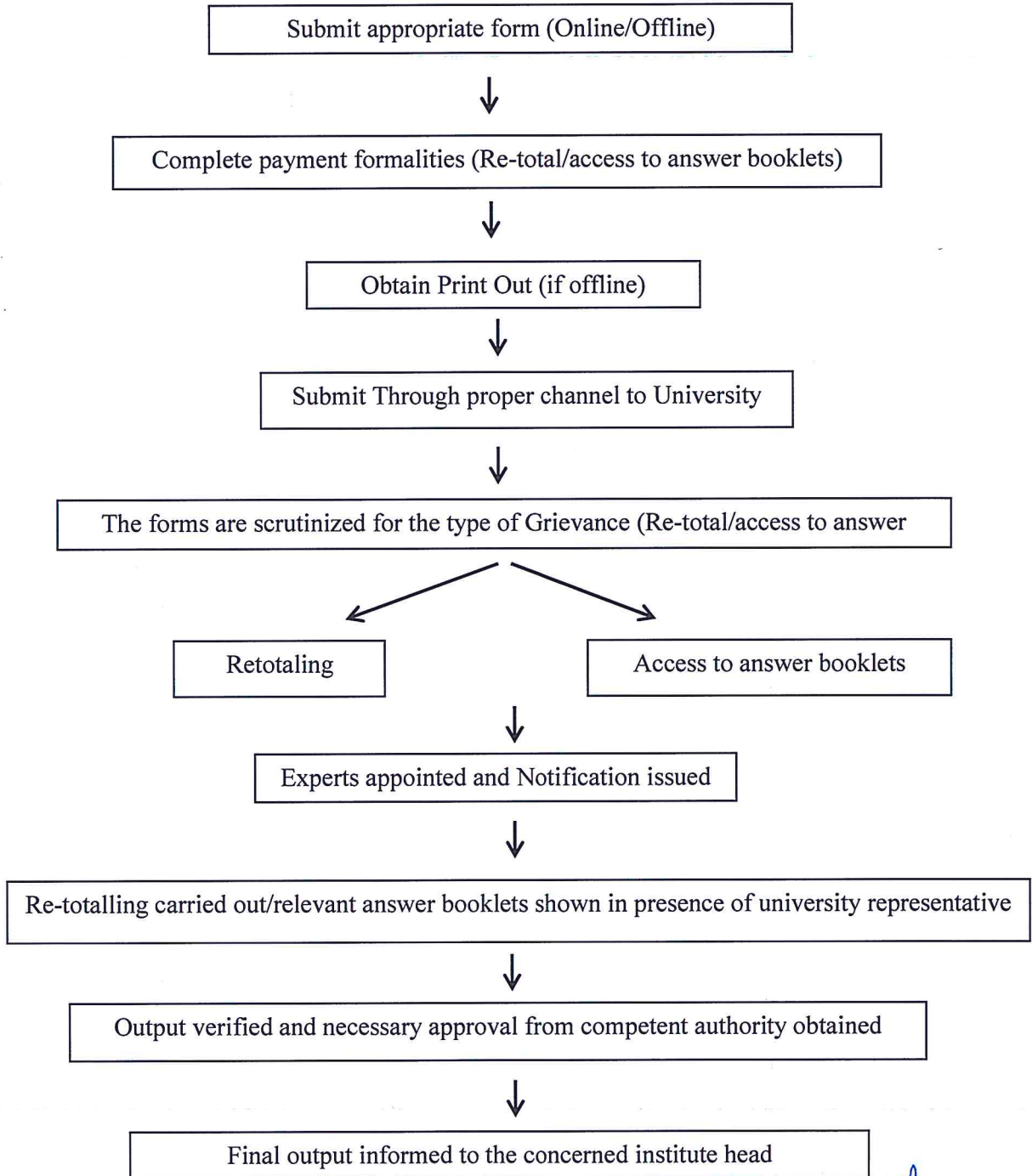
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**Grievance Redressal Mechanism**



  
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Vijayapura-586103, Karnataka, India. Phone: +918352-262770, Fax: +918352-263303, E-mail: [bangamma@bldedu.ac.in](mailto:bangamma@bldedu.ac.in)





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## Standard Operating Procedure Of

### Student Grievances Redressal Mechanism

1. Aggrieved student needs to submit hard copy of grievances to the University.
2. At the same time aggrieved student has to register to the “**ONLINE STUDENT GRIEVANCES REGISTRATION PORTAL**” on the University website.

Through the link <http://www.bldedu.ac.in/grivence.php>.

3. Registered grievances at the University portal will be directed to representative or the institute head within 2 working days of receipt of the grievances on the online portal.
4. Institute head will refer the grievances to appropriate student Grievances redressal committee of the institute.
5. The respective student grievances redressal committee shall fix a date for hearing the grievances which shall be communicated to the institution head and the aggrieved student.
6. An aggrieved student may appear either in person or authorize a representative to present the case.
7. Institute head must ensure that the time period between receipt of grievance from the university portal and redressing the grievance must not exceed 14 days.
8. If the student is not satisfied with the decision of the redressal committee, then his/her grievance must be referred to the registrar of the University.
9. Grievances not resolved by the respective student grievances redressal committee shall be referred by the registrar to the University student redressal committee for redressal within 10 days.



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10. If the student is still not satisfied with the decision of the university student grievance redressal committee, then the grievous shall be referred to the ombudsperson (to be appointed by UGC).
11. The ombudsperson shall make all the efforts to resolve the grievances with in a period of 30 days of receiving the appeal from the aggrieved student(s).
12. The ombudsperson shall after giving reasonable opportunities of being heard to both parties on the conclusion of proceedings, pass such order, with reasons there for deemed fit to redress the grievances and provide such relief as many be appropriate to the aggrieved student.
13. The university as well as aggrieved student shall be provided with copies of the order under the signature of the ombudsperson, and the university shall place it for general information on its website.
14. The university shall comply with the recommendations of the ombudsperson and the ombudsperson shall report to the UGC any failure on the part of the university to the comply with the recommendations.
15. May recommended appropriate action against the complaint where a complaint is found to be false or frivolous.



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## NOTIFICATION

### **VERIFICATION ,RETOTALING OF MARKS AND ACCESS TO ANSWER SCRIPTS**

Information as to whether the candidate's answer in any particular head or heads of examinations have been examined and marked, will be supplied to the candidate on his/her forwarding an application accompanied by the required fee for each head within fifteen days of the declaration of the results of the said examination.

The fee for verification shall be refunded to the applicant if it is found that there is (i) an omission to examine and/or mark any answer/answers in totaling (ii) mistake in totaling of marks.

The application along with required fee to be paid online should be forwarded through the Principal to the undersigned.

Fees

- Rs. 1500/- (Rupees One Thousand Five Hundred only) for verification and re-totaling
- Rs. 1000/- (Rupees One Thousand only) for access to answer scripts (Xerox copy)



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SHRI B. M. PATIL MEDICAL COLLEGE, HOSPITAL & RESEARCH CENTRE, VIJAYAPURA  
**APPLICATION FOR VERIFICATION/RE-TOTALING OF ANSWER SCRIPTS AND  
VIEWING OF ANSWER SCRIPTS OF UNDER GRADUATE/POST GRADUATE  
EXAMINATION**

Name of the candidate.....  
University Register No..... Examination appeared .....  
Phase..... Month & Year..... Subject/s for  
which verification & Re-totaling / viewing of answer script sought:

SL. NO.	NAME OF THE SUBJECT & PAPER	MARKS OBTAINED
1.		
2.		
3.		
4.		
5.		
6.		

- Paid verification / Re-totaling fees of Rs. \_\_\_\_\_ online.

Receipt No. \_\_\_\_\_ Date \_\_\_\_\_

- Paid fees of Rs. \_\_\_\_\_ online Receipt No. \_\_\_\_\_ Date \_\_\_\_\_  
towards viewing the Xerox copy of the answer script.

Date:

Signature of the Candidate

Certified that the student belongs to \_\_\_\_\_ batch.

The Marks Card/Tabulation Register supplied by the university has been verified with reference to the marks furnished by the candidate and forwarded for needful.

Date:

Signature of the Principal with office seal

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**INSTRUCTIONS TO THE CANDIDATE**

1. Students are instructed to apply for Verification/Re-totaling of marks/ access to the answer script in a subject within seven days from the date of display of results.
2. The applied form for verification or re-totaling should reach the office of the undersigned within the stipulated time. The application completed in all respects should be forwarded through the Principal.
3. The prescribed fees of Rs. 1500/- (Rupees One Thousand Five Hundred only) per Theory/ Practical paper for verification/ re-totaling and of Rs.1000/- (Rupees One Thousand only) towards access to answer booklet (Xerox copy) shall be paid online, and should be appended in the application.



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