

**APPLICATION FOR PHOTOCOPY OF EVALUATED ANSWER  
SCRIPT(S) UNDER R.T.I. ACT, 2005**

To  
The Deputy Registrar &  
State Public Information Officer (S.P.I.O.)  
University of Kalyani, P.O. Kalyani,  
Dist. Nadia, PIN – 741235, West Bengal

Sir/Madam,

I would like to obtain photocopy/photocopies of .....No.(s) of Answer Scripts for the purpose of my self-inspection only under the relevant provision of the R.T.I. Act, 2005 for which I am furnishing my particulars as hereunder and remitting Rupees ten (Rs.10/-) as an Application Fee by way of affixing Court Fee Stamp, or Cash against University Challan, or by Demand Draft (DD), or Bankers Cheque, or Indian Postal Order (I.P.O.) in favour of University of Kalyani payable at Kalyani and Rs.....(Rupees.....) (Rs. 300/- per Answer Script) either in Cash through University Challan or through Demand Draft (DD) from any nationalized bank payable at Kalyani as cost for providing information:

- a) **NAME (IN BLOCK LETTER :** .....
- b) **C/O.** : .....
- c) **ADDRESS WITH MOBILE, & PIN NUMBER :** .....
- .....
- d) **Details of fee:** Univ. Challan/DD No.....Amount .....(Rs. 300/- per Answer Script),  
**Or,** Name of Bank (for DD).....Branch Name .....Dated.....
- e) Name of the Examination and Year : .....
- f) Roll and Number (Photocopy of Admit Card to be attached) .....
- g) Registration No. and Session (Photocopy of Registration Certificate to be attached): .....
- h) Centre of Examination : .....
- i) **Photocopy of evaluated answer scripts as sought for self-inspection:**

Subject:	Paper :	Subject:	Paper:
Subject:	Paper :	Subject:	Paper:
Subject:	Paper :	Subject:	Paper:

Subjects and Paper / s (to be written in abbreviated form as shown in the Marks Sheet) (Photocopy of marks sheet shall have to be attached)

**Declaration**-I declare that the above statements are true and that if any of the statements is found to be not true, my application shall be liable to be rejected by the University without any intimation to me and further that I shall not claim refund of the fees in any event.

**Full Signature of the Examinee with Date**

**SELF- INSPECTION OF EVALUATED ANSWER SCRIPT(S)**  
**UNDER R.T.I. ACT, 2005**

1. Photocopy of evaluated answer scripts and examination related other information may be obtained by an examinee concerned once only under R.T.I. Act, 2005 for self- inspection on submission of application to the S.P.I.O. of the University in prescribed format available in the University website and on payment of Rs. 300/- only per Answer Script in favour of “*University of Kalyani*” either in Cash through University Challan or through Demand Draft from any nationalized bank payable at Kalyani **provided that no application for photocopy of evaluated answer scripts in Practical Papers, Compulsory Languages and Environmental Studies shall be entertained by the University.**
2. Application for photocopy of evaluated answer script (s) for the purpose of self- inspection is to be submitted within 30 (thirty) working days from the date of publication of result of the concerned examination.
3. Photocopy of evaluated answer script (s) will be handed over to the concerned examinee ordinarily after thirty days and within sixty days from the last date of submission of such application provided however that
  - a) Photocopy of evaluated answer scrip (s), which is / are not under reexamination, will be handed over to the concerned examinee for self-inspection within the time frame as mentioned above after another round of scrutiny and making necessary rectification in the evaluated answer script (s), Tabulation Roll and Marks Sheet, if so required.
  - b) Photocopy of evaluated answer script (s) which is / are under reexamination will be handed over to the concerned examinee for self-inspection only after publication of reexamination results.
4. The examinees shall have to appear with original admit card for the concerned examination on the specific date and time as may be intimated by the University to take delivery of photocopy of evaluated answer scripts for self- inspection and to acknowledge receipt of the same.
5. The University shall not entertain any claim for redressal of grievance of the concerned examinee arising out of self - inspection under R.T.I. Act, 2005 relating to evaluation of answer scripts.
6. Application for photocopy of evaluated answer script (s) shall have to be submitted in the following format: