OFFICE OF THE

CONTROLLER OF EXAMINATIONS: BODOLAND UNIVERSITY

Debargaon, P.O. Rangalikhata
Kokrajhar, BTC, Assam-783370

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Guidelines for Students for Applying for Photocopy of Evaluated Answer Scripts under the Right to Information Act, 2005

1. Only the candidate who appeared in the examination is eligible to apply for obtaining photocopy of his/her evaluated answer script. ***However, as per BU Examination Regulations, candidates may request self-inspection of their evaluated answer scripts.***

2. The application under RTI Act,2005 shall be submitted to the Public Information Officer (PIO) of the University in the prescribed application form along with the prescribed fee.

3. An application under the Right to Information Act, 2005 shall be submitted only after the declaration of the recheck/re-evaluation results. The RTI application should be submitted to the University within three months of the declaration of the re-evaluation results.

4. The applicant shall clearly mention the name of the examination, programme, semester, subject(s)/paper(s), roll number and registration number in the application/in the prescribed format otherwise, his/her RTI application will be treated as incomplete and no action may be taken.

5. **Documents required for the application:** Self-attested copies of the admit card, registration certificate, grade card/result sheet, a valid photo identity proof, and proof of payment of the prescribed fee.

6. The photocopy of evaluated answer script shall be supplied after declaration of results of recheck/re-evaluation. The photocopy of answer scripts supplied under RTI Act 2005 shall not be published, uploaded, circulated, reproduced or used for any social media/commercial purpose/public dissemination.

7. Supply of the photocopy of evaluated answer script under the Right to Information Act, 2005 shall not confer any right to claim re-evaluation since the recheck/re-evaluation provision is offered under the Examination Regulations, BU.

Controller of Examinations
Bodoland University

BODOLAND UNIVERSITY

Application Form

(For Inspection/Obtaining of Photocopy/Scanned Copy of Evaluated Answer Script under the Right to Information Act, 2005)

To

The Public Information Officer
Bodoland University, Kokrajhar

1. **Applicant's Particulars**
   Name of the Candidate: _____
   Programme/Course: _____ Semester/Year: _____
   Department/College: _____
   Enrolment No.: _____ Roll No.: _____
   Mobile No.: _____ E-mail: _____
   Postal Address: _____.

2. **Examination Details**
   Name of Examination: _____ Month & Year of Examination: _____
   Date of Declaration of Re-evaluation Result: _____

3. **Particulars of Information Required**

Sl. No.	Subject/Paper Code	Subject/Paper Name

4. **Identity Proof & documents: College Identity Card/Admit card/Aadhar & Grade cards/Results sheet**
5. **Proof of Payment of Prescribed Fee:**
6. **Others (Specify):** _____

7. **Declaration**
   I hereby declare that:
   - I am the candidate who appeared in the above examination.
   - The particulars furnished in this application are true and correct.
   - I shall use the evaluated answer script only for my personal academic and shall abide by the University's Guidelines issued under the Right to Information Act, 2005.

Place: _____
Date: _____ Signature of Candidate

OFFICE USE ONLY

Application No.: _____
Date of Receipt: _____
Fee Received: ₹ _____
Documents Verified: Yes / No
Information Requested: ☐ Inspection ☐ Photocopy ☐ Scanned Copy
Remarks: _____

Public Information Officer