Savitribai Phule Shikshan Prasarak Mandal's
SKN SINHGAD COLLEGE OF ENGINEERING
(Approved by AICTE & Affiliated to PAH Solapur University, Solapur)
Accredited by NAAC with 'A' Grade
A/p- Korti, Tal- Pandharpur, Pin- 413304, Dist.- Solapur.

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Policy on Examination related Grievances

1) If the student finds any mistakes on exam form, such as name, photo, sign, address, date of birth, mobile number, subject change etc., student has to submit an application form along with necessary documents for such correction to exam section.

2) The examination cell will go through the application letter submitted by the student and will check correction on exam form with submitted supporting documents.

3) If any student finds any mistakes in his/her university marks on the university ledger, the student has to submit an application letter to the examination cell.

4) After receiving the application, the examination cell will verify the corrections in the marks.

5) If a student feels that the university question paper is out of syllabus or contains any mistakes, then student are submit the application letter to examination cell. The exam cell will then ask subject experts in the department to verify whether the questions are out of syllabus or if any corrections are needed in the question paper

6) As per student queries, the examination cell prepares the college letter for submission to the university.

7) Depending on the nature of the issue, exam cell resolves the problem according to university instructions.

8) Student can apply for photocopy by filling up the photocopy application form.

9) After the results are declared on the website and if a student finds mistakes in their university marks, they can apply for a photocopy and revaluation by filling out the photocopy and revaluation application form to exam cell.

10) After receiving the revaluation application form, the exam cell will forward it to the University for rechecking the answer sheet.

11) University will display revaluation results pdf on university website within 20-30 days. The student's updated marks and status will then be updated on the University's result ledger.

12) After receiving the college's application letter regarding the student's issue, the University will resolve the issue and update the record in the college's login software.

Dr. K. J. Karande
Principal