

# V.V.VANNI APERUMAL COLLEGE FOR WOMEN

(Belonging to Virudhunagar Hindu Nadars)

An Autonomous Institution Affiliated to Madurai Kamaraj University, Madurai

Re-accredited with 'A<sup>++</sup>' Grade (4<sup>th</sup> Cycle) by NAAC

VIRUDHUNAGAR - 626 001

## APPLICATION FOR RETOTALLING – APRIL 2024

1. Name of the Candidate :
2. Register Number :
3. Programme :
4. Semester :
5. Month and Year of Examination :
6. Courses for retotalling :

S. No.	Course Code	Title of the Course

7. Residential address :
8. Cell Number :
9. E-mail ID :
10. Amount of fee paid : ₹
11. Receipt No. & Date :  
(Xerox copy of receipt must be attached)

Signature of the Candidate  
with date

PRINCIPAL

## INSTRUCTIONS FOR APPLYING FOR RETOTALLING

1. The retotalling of marks scored in summative theory examinations is admissible to the following disciplines of examinations conducted by our college.
  - a) All Undergraduate and Postgraduate programmes.
  - b) PGDCA
2. Retotalling is not allowed for Certificate and Diploma programmes, internal only courses and practical courses.
3. The retotalling fee is ₹ 100/- per course.
4. The retotalling will be applicable for a maximum THREE courses in a sitting irrespective of the number of courses the candidate has appeared.
5. Retotalling will be done by the Office of Controller of Examinations.
6. Candidates can apply for retotalling on or before 29.05.2024.
7. The fee should be paid in the College office and the Xerox copy of the receipt must be enclosed with the application form for retotalling. The fee once paid will not be refunded or adjusted for subsequent examination under any circumstance.
8. The duly filled-in application form should be submitted to the Principal.
9. Defective and late applications will be rejected even though the fee has been paid in time.

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