



# GRT COLLEGE OF EDUCATION

TIRUTTANI-631 209

(Recognised by NCTE & Approved by Govt. of Tamil Nadu Affiliated by  
Tamil Nadu Teacher's Education University)

GRT College of Education to deal with examination related grievances is transparent, time bound and efficient. The students can approach the principal, and Faculty members to redress their examination related grievances as per the requirement of and jurisdiction of the grievance. The objective is 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. An examination committee operates and written grievances received are discussed in the committee meeting and resolved on a case -by- case basis.

**Exam Revaluation:** If any student feels that marks given are not just, she can apply for revaluation, by following the stipulated norms. The controller appoints examiners other than the previous assessor and if a change is found it is rectified.

## **Internal Grievance Redressal**

In internal cases, the grievances are usually related to the dissatisfaction in the evaluation in internal exams or assessment marks so the concerned faculty takes up essential measures to satisfy the Grievance Raiser providing substantial records (attendance records and performance records). Types of internal grievances are Marked absent in the assignment Marks deduction due to not showing appropriate performance in any one of the assignments.

## **External Grievance Redressal**

At the university level, the college examination committee guides the students for necessary actions. The head of the examination committee coordinates with the other members regarding the smooth conduction of examination procedure, evaluation procedure and results and thereby necessary action is taken. The college also intimates the university regarding any mismanagement in the conduction of examination from the university side. The students can apply for revaluation or can appear for Back paper in case of any loophole or dissatisfaction. Types of Grievances dealt by the examination committee are

### **Pre-Examination Grievances**

- Not getting Hall Ticket for the examination
- Different subject mentioned on the admit card
- Name is not correctly written on the admit card
- Candidate's Photo missing
- Form filling receipt not provided

### **Post-Examination Grievances**

- Result not declared
- Name not found in result list
- Absent marked in specific papers
- Absent marked in all papers

APPLICATION FORM – RETOTALLING

LAST DATE FOR SUBMISSION TO THE COLLEGE : 28.11.2022

RT

Use separate application  
for each paper

Dummy Number -

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தமிழ்நாடு ஆசிரியர் கல்வியியல் பல்கலைக்கழகம்  
TAMIL NADU TEACHERS EDUCATION UNIVERSITY

B.Ed. (Semester) DEGREE EXAMINATION, July 2022.

APPLICATION FOR RETOTALLING

1. Name of the Candidate (In capital letters):

2. Address to which the communication  
should be sent :

3. Register Number :

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4. College Studied :

College Code:

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5. Degree : B.Ed.

| Subject Code | Title of the Paper | Month & Year of Appearance | Marks Obtained in Theory Examination |
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|              |                    | July 2022                  |                                      |

6. Amount paid (in the form of D.D) : Rs.500/- D.D. No. and Date: .....

7. Name of the Bank and Branch :

Station:

Signature of the Candidate

Signature of the Principal

Date :

Guidelines:

1. The B.Ed. (Semester) candidates alone are eligible to apply for Re-totalling of answer scripts irrespective of the marks scored by them.

Note:

Ineligible late receipt of applications will be rejected and the fee once paid will not be refunded.



*Ran*  
PRINCIPAL  
GRT College of Education  
Tiruttani - 631 209.

APPLICATION FORM – REVALUATION

LAST DATE FOR SUBMISSION TO THE COLLEGE : 28.11.2022

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5. Degree :

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| Subject Code | Title of the Paper | Month & Year of Appearance | Marks Obtained in Theory Examination |
|--------------|--------------------|----------------------------|--------------------------------------|
|              |                    | July 2022                  |                                      |

6. Amount paid (in the form of D.D) :

Rs.750/-

D.D. No. and Date: .....

7. Name of the Bank and Branch :

Station:

Signature of the Candidate

Signature of the Principal

Date :

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Tiruttani - 631 209

APPLICATION FORM FOR PHOTO COPY OF VALUED ANSWER SCRIPTS

LAST DATE FOR SUBMISSION TO THE COLLEGE : 28.11.2022

PC

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Dummy Number -

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|              |                    | July 2022                  |                                      |

6. Amount paid (in the form of D.D) : Rs.500/- D.D. No. and Date: .....

7. Name of the Bank and Branch :

Station:  
Date :

Signature of the Candidate

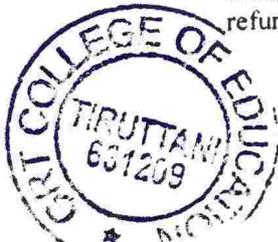
Signature of the Principal

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|              |                    | July 2022                  |                                      |

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|              |                    | July 2022                  |                                      |

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Rs.500/-

D.D. No. and Date: .....

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