



DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR

(A State Funded University of Rajasthan)

“Rusa Bhawan” Shiksha Sankul, JLN Marg, Jaipur-302015

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E-mail-registrar@alujaipur.ac.in

No.F.4 () Exam/RTI/ALU/2021/7224

Date: 04.01.2022

ACP

Dr. Bhimrao Ambedkar Law University,
Jaipur

Sub.- Application form to obtain certified copy of Answer-Book.

Sir,

Find enclosed here with the application form to obtain certified copy of Answer-Book and instruction/Guidelines to fill the application form for upload on the University website www.alujaipu.ac.in.

Enclosed: As above

Comptroller of Examination

Received Rs.
Vide Receipt No.
Dated

Serial No.
Cost – Rs. 20/-

Cashier



DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR
Application form to obtain certified copy of Answer-Book
[To be filled in by the Student in his/her own handwriting]
[Please read carefully the instruction/Guidelines to fill the Application forms]

www.alujaipur.ac.in

E-mail-registrar@alujaipur.ac.in

1. Name of the Candidate (In Block Letters):
2. Father's Name:
3. Name of Examination:
4. Roll No.: Enrolment No.
5. Name of College:
6. Name of Exam Center:
7. Year and Session:
8. Result: Fail or Pass:
9. Date of Declaration of Result:
10. Particular Paper (s) For which answer-book is applied for certified copy.

Photo to be
signed by the
Candidate

S.No	Paper	Obtained Marks	S.No.	Paper	Obtained Marks
1			2		
3			4		
5			6		
7			8		
9					

11. Whether applied for re-valuation/scrutiny yes/no. if yes, in which Paper (s)
(1) (2) (3)
 12. Specimen handwriting of the Candidate
 13. Number of Bank Draft.....Date.....Rs.Name of Bank.....
Note: Fee through CASH/MONEY ORDERS/POSTAL ORDERS IS NOT ACCEPTABLE. Demand Draft should be in Favour of the Registrar, Dr. Bhimrao Ambedkar Law University, Jaipur Payable at Jaipur.
 14. Address on which certified copy of the answer book is to be sent (The Address should be the same as Mentioned in the Examination form) in exceptional circumstances if an examinee wants certified copy of the answer book(s) on a different address, reason for the same be given on non-judicial stamp paper.
.....
 15. Tel. No. with code: Mobile No.:
- I hereby undertaken that the particulars given above are correct and true. I will abide by the rules & Regulations of the university mentioned in the guidelines.

Date:

Full Signature of student

[To be filled after receiving the certified copy of the answer book]

[space for office use only]

Case No.

The result of the student declared on.....

Application received on.....

I have received certified copy of my answer book

Signature of dealing Official

Signature of the student with date

Instructions/Guide line for obtaining certified copy of answer book under RTI Act-2005

1. Under the RTI-Act, 2005, certified copy of evaluated/revaluated answer book(s) can be obtained by an examinee on applying for the same on the prescribed application for only obtainable from the office of ALU.
 2. Application for obtaining certified copy of the answer book(s) of one or more papers can be submitted along with a non-refundable fee of Rs. 580/- for each answer book. The fee should be deposited only through Account-payee Demand Draft in favour of the Registrar, Dr. Bhimrao Ambedkar Law University payable at Jaipur. Postal orders/Money order/Cheques/cash will not be accepted.
 3. Certified copy of the answer book(S) can be obtained by the examinee himself/herself. Photocopy of the answer book of an examinee shall not be given to another examinee or anyone else.
 4. Application complete in all respects for obtaining certified copy of the evaluated answer book(s) can be submitted by an examinee only after 30 days of the declaration of his/her examination result. Last date of receipt of the application form shall be the 60 day from the date declaration of the result. No application received after 60 days in the office of ALU shall be entertained and automatically stands rejects.
 5. Application for obtaining certified copy of the revaluated answer book(s) can be submitted by an examinee within 15 days of the declaration of his/her re-valuation result.
 6. After the last date, as prescribed above, no application form for certified copy of answer book(s) shall be accepted, and the process of disposal of answer book(s) shall be started.
 7. The examinee is requires to fill the application form neatly and completely in his/her own handwriting. He/she should paste his/her recent photograph on the application form and put his/her signature across it.
 8. Certified copy of answer book(s) will be sent by post to the applicant at his/her address as given in the examination form. Hence the same address (as given in the examination form) should be mentioned by the applicant in the application form. In exceptional circumstances if an applicant wants to get certified copy of his/her answer book(s) on a different address, then he/she is required to give reason for the same on a judicial stamp paper to be submitted along with the application form.
 9. In case an examinee wants to get certified copy of his/her answer book(s) in person in the university office, he/she will have to being original Admission card or in case, the admission card is not available, then voter ID card or Driving License or Passport or the identity card issued by the head of the institute.
 10. If an examinee applies for re-valuation of his/her answer book(s) and also for certified copy of evaluated answer book(s), he/she will be given certified copy of the answer book(s) only after re-valuation.
 11. If an examinee after receiving the certified copy of his/her answer book(s) points out a posting error or totaling error in the marks or unassessed answer the university will rectify the same. However, scrutiny/re-valuation of the answer book(s) shall be done only according to the rules of the university.
 12. No complaint regarding the assessment of the answer book by the examiner shall be entertained.
 13. Incomplete wrongly filled application form shall stand rejected. Any false information/impersonation will make the application cancelled and the applicant can be prosecuted.
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