



# महाराजा गंगा सिंह विश्वविद्यालय

राष्ट्रीय राजमार्ग सं. 15, जैसलमेर रोड़, बीकानेर-334004 (राजस्थान) भारत  
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No. F.02 ( )MGSUB/Secrecy/Exam-2019/ 11864

Dated:- 01/10/19

## Notification

In supersession of Notification even No. 1410 dated 26-10-2012 and No. 4012 dated 01-06-2018, it is notified that if any examinee of this university applies for the certified copy of his/her answer book(s) under the provisions of RTI Act-2005, he/she shall be provided certified copy of the same as per the regulations amended by Academic Council vide Resolution No. 15 dated 25-07-2019 and approved by the BOM, Maharaja Ganga Singh University, Bikaner on dated 06-08-2019.

These Regulations will come into force with effect from the date of resolution dated. 06-08-19. The amended Regulation and proforma of application are appended herewith.

Encl: As above

Registrar

Dated:- 01/10/19

No. F.02 ( )MGSUB/Secrecy/Exam-2019/ 11865-11882

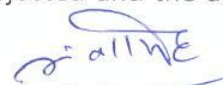
Copy forward for information and necessary action to:

- 1- Secretary, H.E. the Governor of Rajasthan, Raj Bhawan, Jaipur.
- 2- Add. Chief Secretary, Higher Education, Government of Rajasthan, Jaipur.
- 3- P.S. to Vice Chancellor, MGS University, Bikaner.
- 4- P.A. to Registrar, MGS University, Bikaner.
- 5- Sr. P.A. to Comptroller, MGS University, Bikaner.
- 6- Dean of All Faculties, MGS University, Bikaner.
- 7- All HODs, MGS University, Bikaner.
- 8- Director Research, MGS University, Bikaner
- 9- D.S.W./Chief Proctor, MGS University, Bikaner
- 10-Principal all affiliated colleges, MGS University, Bikaner
- 11-Dy. Registrar (Academic), MGS University, Bikaner.
- 12-Librarian/Astt. Director(Sports), MGS University, Bikaner.
- 13-Assistant Registrar (Estt./Exam/Research/GAD), MGS University, Bikaner.
- 14-APIO, MGS University, Bikaner.
- 15-Incharge Legal Cell, MGS University, Bikaner.
- 16-Nodel Officer- University Website, MGS University, Bikaner.
- 17-All Section Officers, MGS University, Bikaner.
- 18-Guard file.

Controller of Examination

**Regulations 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 in the prescribed application form only.
- 2- Application for obtaining certified copy of the answer book(s) of one or more papers can be submitted along with a non-refundable application fee of Rs. 10/- and cost of Rs. 2/- per page of every answer book. The fee should be deposited through Postal Order or Account-payee Demand Draft in favour of the Registrar, Maharaja Ganga Singh University, Bikaner payable at Bikaner. Cheques will not be accepted. Applicant must attach attested photo copy of his/her marksheet along with the application.
- 3- Certified copy of his/her own answer book(s) can be obtained by the examinee. Copy of the answer book(s) of an examinee shall not be given to another examinee or anyone else.
- 4- Application (complete in all respect) for obtaining certified copy of the evaluated answer book(s) can be submitted by an examinee within 30 days from the date of declaration of result of main/supplementary examination and revaluation.
- 5- If an examinee applies for revaluation/scrutiny of his/her answer book(s) and also applied for certified copy of evaluated answer book(s) under RTI, he/she will be given certified copy of the answer book(s) only after revaluation/scrutiny.
- 6- After the last date, as prescribed above, no application form for certified copy of answer book(s) under RTI Act shall be accepted in any case.
- 7- The examinee is required 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 separate paper.
- 9- Complaint regarding the assessment of answer book(s) shall not be entertained in any case.
- 10- 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 of any question(s) within 30 days from receipt of answer book(s), the University will rectify the same. However, for rectification of such error, scrutiny/revaluation of the answer book(s) shall be done only according to the existing rules of the University.
- 11- Incomplete/Incorrect application forms will not be accepted. Any false information/ impersonation will make the application liable to be rejected and the applicant can be prosecuted.

  
Registrar



# Maharaja Ganga Singh University

Jaisalmer Road, NH-15, Bikaner

Application form to obtain Certified Copy of Answer Book(s) under  
RTI Act.2005

(To be filled in by the student in his/her own handwriting)

[Please read the regulations carefully to fill the application form]

- 1- Name of the student (In block letter) .....
- 2- Father's Name .....
- 3- Address\*- .....
- .....
- .....
- Contact No.- Mob. ....Phone (with code) .....

Photo to be  
Signed by the  
candidate

- 4- Name of Examination with year- .....
- 5- Roll No. .... Enrolment No. ....
- 6- Name of College/Centre .....
- 7- Date of Declaration of Result .....
- 8- Result: Fail or Pass .....
- 9- Particular paper(s) for which answer book(s) is applied for

Paper	Marks Obtained	Paper	Marks Obtained
1- .....	.....	4- .....	.....
2- .....	.....	5- .....	.....
3- .....	.....	6- .....	.....

- 10- Whether applied for revaluation/scrutiny ..... Yes/No
- a. If yes, in which paper(s):
- (i) ..... (ii) ..... (iii) .....
- (iv) ..... (v) .....
- b. Date of Declaration of revaluation Result .....

- 11- Tick (✓) the enclosure Photo ID- Adhaar/Driving License/PAN card/Voter ID

Specimen handwriting of the student: write some sentences here below:-

.....

.....

.....

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11- Details of Postal Order/Bank Draft: No. .... Date:..... Amount.....

**Note:** Postal Order/Demand Draft should be in favour of **Registrar, Maharaja Ganga Singh University, Bikaner** payable at Bikaner.

- \* The address should be the same as mentioned in the examinations form. In exceptional circumstance, if an examinee wants certified copy of the answer book on a different address, reasons for the same be given on separate paper.

I hereby undertake that the particulars given above are complete, correct and true. I shall abide by the rules and regulations of the University.

Date: - .....

Place:- .....

**Full Signature of Student**

.....

**[For office use only]**

Case No. ....

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

Application received on .....

Certified copy received from cellar on .....

Copy dispatched on ..... no. ....

**Signature of the dealing official**

**Checked by**