

# महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

दिंडोरीरोड, म्हसरुळ, नाशिक-४२२००४Dindori Road, Mhasrul, Nashik - 422004 Tel:(0253) 2539216/6659138

Website: www.muhs.ac.in Email: ugexamhom@muhs.ac.in

डॉ.संदीपु सितारीम कडू एम.बी.बी.एस.,एम.डी.(न्यायवैद्यकशास्त्र), एम.बी.ए.,पी.जी.डी.एच.एच.एम.,पी.जी.डी.एम.एल.एस.,सी.एफ.एम.जे परीक्षा नियंत्रक

Dr. Sandeep Sitaram Kadu M.B.B.S., M.D.( Forensic Medicine), M.B.A., P.G.D.H.H.M., P.G.D.M.L.S., C.F.M.J Controller of Examinations

Ref. No. MUHS/X-4/699e /2023

Date > \( /10/2023

परिपत्रक क्रं. 57

प्रति. मा. प्राचार्य/अधिष्ठाता सर्व संलंग्नित होमिओपॅथी महाविद्यालय,मआविवि,नाशिक

विषय : उन्हाळी २०२३ परीक्षेच्या अनुषंगाने Verification/Re-Totaling of Marks/Photocopy of Answer Book/Photocopy of Only Mark-Slips of Answerbook करिता अर्ज सादर

महोदय/महोदया,

उपरोक्त विषयाच्या अनुषंगाने सर्व संलंग्नित महाविद्यालयांना कळविण्यात येते की, उन्हाळी २०२३ बी.एच.एम.एस. पदवी परीक्षेचा निकाल दिनांक ३/१०/२०२३ रोजी जाहिर करण्यात आला आहे. सदर निकालाच्या अनुषंगाने ज्या विद्यार्थ्यांना Verification/Re-Totaling of Marks/Photocopy of Answer Book/Photocopy of Only Mark-Slips of Answerbook करिता विद्यापीठात अर्ज सादर करावयाचा आहे, अशा विद्यार्थ्यांनी विद्यापीठ परिपत्रक क्रं. ६५/२०२२ दिनांक ३/१०/२०२२ नुसार निकाल जाहिर केल्याच्या दिनांका पासून ०७ दिवसांच्या आत (म्हणजेच दिनांक ३/१०/२०२३ पासून दिनांक १०/१०/२०२३ पर्यत) महाविद्यालयात विहीत शुल्कासह लागू असलेल्या नमून्यात अर्ज पूर्णपणे भरुन जमा करण्यात यावा. त्यानंतर महाविद्यालयाने विद्यार्थ्यांचे वर नमुद केल्याप्रमाणे अर्ज व शुल्क तपासुन एकत्रित करुन स्वहस्ते महाविद्यालय प्रतिनिधी मार्फत दिनांक १३/१०/२०२३ रोजी किंवा तत्पूर्वी विद्यापीठात सादर करण्यात यावेत.

दिनांक १३/१०/२०२३ नंतर प्राप्त होणारे अर्ज, अपूर्ण अर्ज, शुल्क जमा न करता सादर केलेले अर्ज, विहीत नमुन्यात नसलेले अर्ज, विद्यार्थ्यांकडून प्रत्येक्ष प्राप्त होणारे अर्ज, टपालाव्दारे,ईमेलव्दारे प्राप्त होणारे अर्ज, मुदती नंतर प्राप्त होणारे अर्ज विना कार्यवाही दप्तरी दाखल करण्यात येतील व याची माहिती महाविद्यालयांना/अथवा विद्यार्थ्यांना कळविणे शक्य होणार नाही, याची कृपया नोंद घेण्यात यावी.

वरिलबाब लक्षात घेता अर्ज सादर करण्यापूर्वी महाविद्यालयाने परिपत्रक क्रं.६५/२०२२ चे अवलोकन करुन त्यानंतरच विद्यार्थ्यांचे अर्ज स्वहस्ते एकत्रित करुन दिनांक १३/१०/२०२३ रोजी किंवा तत्पूर्वी विद्यापीठात सादर करण्यात यावे. उपरोक्त परिपत्रकास महाविद्यालयाच्या सुचनाफलकावर लावण्यात यावे जेणेकरुन विद्यार्थ्यांना विहीत मुदतीत महाविद्यालयात अर्ज सादर करता येतील.

(डॉ. संदीप सिताराम कडु)

परीक्षा नियंत्रक



# महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

# MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

दिंडोरी रोड, म्हसरुळ, नाशिक - ४२२००४ Dindori Road, Mhasrul, Nashik - 422004

Tel: (0253) 2539226 / EPABX: 0253-2539100-300 E-mail: examadmin@muhs.ac.in / Website: www.muhs.ac.in

डॉ. संदीप सिताराम कडू

एम.बी.बी.एस., एम.डी. (न्यायवैद्यकशास्त्र), एम.बी.ए., पी.जी.डी.एच.एच.एम., पी.जी.डी.एम.एल.एस., सी.एफ.एम.जे. Dr. Sandeep Sitaram Kadu M.B.B.S., M.D. (Forensic Medicine), M.B.A.,

P.G.D.H.H.M., P.G.D.M.L.S., C.F.M.J.

परीक्षा नियंत्रक

Controller of Examinations

MURIS O.No. MUHS/XA/7267/2022

Date: 03/10/2022

CIRCULAR No.: 65/ 2022

Sub: Guidelines for obtaining Photocopy of Theory Answer Books, Mark-slips and

Verification/ Re-totalling of Marks...

Ref: 1) University Ordinance No. 01/2014

2) University Circular No. 57/2022

It is notified to all concerned that various applications under Right to Information Act for obtaining Photocopy of Answer-book alongwith Mark-slips or only Mark-slips of Answer-book are being received by the University. The photocopy of Answer Book or it's Mark-Slips are not provided under Right to Information Act-2005. The University has laid down the following guidelines for obtaining Photocopy of Answer-books alongwith Mark-slips or only Mark-slips, including Verification/Re-totaling of marks.

- 1. A candidate, who desires to obtain Photocopy of Theory Answer book/(s) alongwith Mark-slips of Theory Answer-book/(s) of any subject, should submit an application alongwith prescribed fee of Rs.700/- (non-refundable) per answer-book/paper to their respective college within 7 days from declaration of their result.
- 2. A candidate, who desires to obtain Photocopy of Only Mark-slips of Theory Answer-book/(s) of any subject, should submit an application alongwith prescribed fee of Rs.100/- (non-refundable) per answer-book/paper to their respective college within 7 days from declaration of their result.
- 3. A candidate, who desires to apply for Verification/ Re-totalling of Marks of Theory Answerbook/(s) of any subject, should submit an application alongwith prescribed fee of Rs.700/- (nonrefundable) per answer-book/paper to their respective college within 7 days from declaration of their result.
- 4. A candidate, who desires to apply for Verification/Re-totalling of Marks of Practical or Oral/Viva marks of any subject, should submit an application alongwith prescribed fee of Rs.700/- (nonrefundable) per Subject to their respective college within 7 days from declaration of their result.
  - Application of the candidates will be accepted by the concerned college alongwith requisite fees upto requisite due date only. Three separate lists shall be prepared by the respective college; viz, a) List of candidate applied for Photocopy of Theory Answer book/(s) alongwith Mark-slips of Theory Answer-book/(s), b) List of candidate applied for Photocopy of only Mark-slips of Theory Answer-book/(s) and c) List of candidate applied for Verification/Re-totalling of marks in Theory/ Practical marks.
- "Pay Online Fees" option is available on University Website (www.muhs.ac.in). The college shall pay all the requisite fees through online only. The college shall submit all the applications alongwith prescribed fees within 10 working days from declaration of result to the University inperson through their college representative. Proforma of Covering letter (Annexure-A), Proforma of Lists (Annexure-B, C & D) and Proforma of Applications (Annexure-E & F) are attached alongwith this circular.

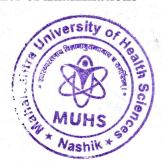
- 7. It is observed that, many times incomplete applications are submitted by the Colleges. In such cases there may be delay in processing of such applications. Therefore, the colleges are required to scrutinize applications thoroughly submitted by the candidates and incomplete applications shall be rejected at College-level itself. All applications duly completed in all respect shall only be submitted to the University. On scrutiny of applications, if it is observed that any incomplete application/(s) is submitted by the College, the University shall intimate discrepancy to the respective college within 15 days. The college shall compile with the discrepancy and shall submit the same within 10 days to the University. If the compliance is not submitted within 10 days, then such cases shall be deemed to be rejected by the University without any further correspondence on the subject and the cases of such candidates will be recorded in University records as "Closed". Examination Department work is time-bound work and therefore any compliance submitted by the candidate or College after a period of 10 days shall be rejected by the University without any correspondence.
- 8. Application/(s) submitted after stipulated time-period will not be considered by the University under any circumstances and it will be rejected by the University. No applications, under RTI, for Photocopy of answer-books/ mark-sheet/ mark-slip shall be entertained by the University.
- 9. Photocopy of Theory Answer-book or Mark-slips of Theory Answer-book or Verification/ Retotalling of marks will be forwarded to the respective College by the University. It is responsibility of the concerned College to hand-over it to the respective candidate within 7 working days and maintain record of candidate's signature with date of receipt.
- 10. Photocopy of Theory Answer-book and Mark-slips of Theory Answer-book is provided to respective candidate for record purpose only. No representation shall be forwarded by candidate or college or teacher for re-assessment of answer-book for claiming higher marks. However, if any discrepancy is observed in totalling error of marks or any attempted question is not assessed, the concerned candidate can submit an application alongwith a copy of answer-book by specifying such discrepancy to the University strictly within a period of 7 days (of receipt of answer-book/mark-slip) for consideration of the University.
- 11. The facility of Photocopy of Theory Answer-book or Mark-slips of Theory Answer-book or Verification/ Re-totalling of marks shall not be available for those students whose results are declared at belated stage for any reasons on any grounds. Such applications shall be rejected by the University.
- 12. University Circular No. 52/2019 dated 29/07/2019 issued earlier hereby stands repealed.

The Dean / Principal of the College are requested to give wide publicity to this Circular by notifying it on all Notice Boards as well as to all teaching staff explain it to their candidates from time-to-time.

(Dr. Sandeep Kadu) Controller of Examinations

#### Copy to:

- 1. P.A. to Controller of Examinations, MUHS, Nashik
- 2. Dy. Registrar, Pre-Exam, Examination Section, MUHS, Nashik
- 3. Asst. Registrar, Result Section, Examination Section, MUHS, Nashik
- 4. The All Faculty In-charges, Examination Section.
- 5. Students Helpline Desk, MUHS, Nashik.



### (ON LETTER HEAD OF THE COLLEGE)

#### To,

The Controller of Examinations, Maharashtra University of Health Sciences, Dindori Road, Mhasrul, Nashik-422004.

Sub.: Submission of application for Photocopy and Mark-slips of Theory Answer-books & Verification/Re-totaling of Marks ...

Ref.: University Circular no. .../...... dated .........

#### Sir,

Please find attached herewith application for Photocopy of Theory Answerbook and Mark-slips of Theory Answerbook of our college as per following details:

Sr.	Particulars of applications	Total	List	Total
		applications	attached	Amount
1	Photocopy of Theory Answer-book and Mark-slips of Theory Answer- book		Yes	
2	Photocopy of only Mark-slips of Theory Answer-book		Yes	
3	Verification/Re-totaling of Marks		Yes	
		Gı	and Total	

Kindly acknowledge.

Yours sincerely,

## Dean/ Principal of the College

**Encl.:** 1) List of candidate applied for Photocopy of Theory Answer-book and Mark-slips of Theory Answer-book

- 2) List of candidate applied for Photocopy of only Mark-slips of Theory Answer-book
- 3) List of candidate applied for Verification/Re-totaling of Marks only.

# LIST OF CANDIDATE APPLIED FOR PHOTOCOPY OF THEORY ANSWER-BOOK/(S) ALONGWITH MARK-SLIPS OF THEORY ANSWER-BOOK/(S)

Sr.	Name of the candidate	Course & Year	No. of Subjects	Total answer- books	Amount	Remarks
			Tota	l Amount		

# LIST OF CANDIDATE APPLIED FOR PHOTOCOPY OF ONLY MARK-SLIPS OF THEORY ANSWER-BOOK/(S)

	& Year	Subjects	answer- books	Remarks
		 Tota	l Amount	

# LIST OF CANDIDATE APPLIED FOR VERIFICATION / RE-TOTALING OF MARKS ONLY.

Sr.	Name of the candidate	Course & Year	No. of Subjects	Total answer- books	Amount	Remarks
			M - 4	1 A		
			Tota	l Amount		

# MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

## APPLICATION FOR VERIFICATION/ RE-TOTALING OF MARKS

(Verification for Practical/Oral/Viva Voce and Re-totaling of marks of Theory Answer book (s) for both UG & PG Courses)

Verification Case No.	
Year	

To,

### The Controller of Examinations,

Maharashtra University of Health Sciences, Nashik – 422 004.

Sir,

I, the undersigned, request you to verify my marks of Practical Examination / Theory Answer Book(s) as per details given below: - (Strike out whichever is not applicable)

1	Full name of the candidate		
	Name of the College	:	
3	Full Address of the Candidate		
			PIN Code:
4	Permanent Registration No.	:	
5	Seat No.	••	
6	Course & Year	:	
7	Year & Month of the Examination		
8	Result declared on	:	Result : Fail / Pass
9	Mobile No.	:	
10	E-mail Id	:	

1. Details of the Marks of **Practical Examination** for subject(s) to be verified: -

Sr. No.	Marks Obtained / Out of	For Office use only	Sr. No.	Subject	Marks Obtained / Out of	For Office use only
1			5			
2			6			
3			7			
4			8			

2. Details of the Theory Paper(s) for which Verification / Re-totaling is being sought :-

Sr. No	Name of subject and Paper	Marks Obtained/Out Of	For office use only
	Paper -I		
1	Paper -II		
	Paper -III		
	Paper -I		
2	Paper -II		
	Paper -III		
	Paper -I		
3	Paper -II		
	Paper -III		
	Paper -I		
4	Paper -II		
	Paper -III		
	Paper -I		
5	Paper -II		
	Paper -III		
	Paper -I		
6	Paper -II		
	Paper -III		
3. The ar	nount of Rupees as the fe	es prescribed for verificatio	n of marks for Practical /

		Yours f	aithfully,
	Dated: Name of the nationalized bank:		
	Theory answer book(s) as furnished above has been paid by	DD RTGS No	•••••••••
3.	The amount of Rupees as the fees prescribed for v	erification of marks for	Practical

Date: - / / Signature of Candidate

Forwarded for further necessary action.

Dean / Principal (Signature with Seal)

### Notes:-

- 1 Application should be submitted through the Dean / Principal of the College.
- 2 Copy of the statement of marks, downloaded from the website, should be attached with this form.
- 3 Prescribed fees per paper/per Practical is Rs.700/-Separately.
- 4 "Pay Online Fees" option is available on University website (www.muhs.ac.in), pay all the requisite fees through online only.
- The candidates though applied for verification of practical examination marks yet they are required to submit the necessary Examination form for ensuing examination as per scheduled Time Table of the University.

# MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

# APPLICATION FOR OBTAINING OF CERTIFIED PHOTOCOPY(S) OF THEORY ANSWER BOOK (S) & MARK SLIP(S)

Please $$ appropriate box		
PHOTOCOPY(S) OF THEORY ANSWER		
BOOK (S)		
PHOTOCOPY(S) OF THEORY MARK		
SLIP (S)		

-	_	
	-	
	IU.	

### The Controller of Examinations,

Maharashtra University of Health Sciences, Nashik - 422 004.

# Sir,

I the undersigned, hereby request you to provide me the certified photocopy(s) of my Theory Answer book(s) & Mark Slip(s) as detailed below.

	( )		
1	Full name of the candidate	:	
2	Name of the College	:	
3	Full Address of the Candidate	:	
			PIN Code:
4	Permanent Registration No.	:	
5	Seat No.	:	
6	Course & Year	:	
7	Year & Month of the Examination	:	
8	Result declared on		Result : Fail / Pass
9	Mobile No.	:	
10	E-mail Id	:	

1. Details of Subject & Paper of which Photocopy of answer book(s) / Mark Slip(s) Requires ( Please √ appropriate box For Theory Answer books / Mark slips)

Sr. No.	Subject	Paper	Theory Answer books	Mark slips
		I		
1		II		
		III		
		IV		

Sr.	0 1 1 4		Theory Answer	
No.		Paper	books	Mark slips
		1		
2				
		П		
		III		
		IV		
3		1		
		II		
		III		
		IV		
		1		
4		II		
4		III		
		IV		
5		1		
		III		
		IV		
6		I		
		II		
		III		
		IV		

2.	The amount of Rupees furnished above has been paid by			` '		•
	bank :	_			Yours faith	fully,

Signature of Candidate

Date: - / /

Forwarded for further necessary action.

Dean / Principal (Signature with Seal)

#### Notes: -

- 1 Application should be submitted through the Dean / Principal of the College.
- 2 Copy of the statement of marks, downloaded from the website, should be attached with this form.
- Prescribed fees for per Answer Book alongwith mark-slips is Rs.700/- and Rs. 100/- for only Mark-slip(s) for per Answer Book.
- 4 "Pay Online Fees" option is available on University website (www.muhs.ac.in), pay all the requisite fees through online only.
- 5 The candidates though applied for verification of practical examination marks yet they are required to submit the necessary Examination form for ensuing examination as per scheduled Time Table of the University.