



UNIVERSITY OF LADAKH

CONTROLLER OF EXAMINATIONS

(Taru-Thang Campus, Leh & Kumba-Thang Campus, Kargil)

Email: examinationsuol222@gmail.com

NOTIFICATION

No. COE/UOL/2025/UG-Result/24/43

Dated: 14.07.2025

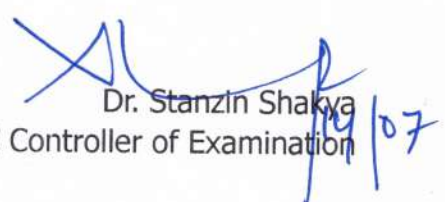
This is to inform all the concerned University of Ladakh stakeholders and students that in absence of any provision under statutes for the UG/PG students to plea request to reassess the marking of their semester-end theoretical examinations it is hereby notified that now the UG/PG students can apply for 'Re-totalling' of their theoretical examination assessment in the prescribed **Annexure-A** format after the declaration of the results.

Application for 'Re-totalling' of the theoretical examination answer book/ script for UG Semester-6th result notified on: 07th and 8th July 2025.

| Apply | From | Last Date* |
|---------------------------------------|------------|------------|
| Without Late Fee @550/- (Per Subject) | 15.07.2025 | 29.07.2025 |
| With Late Fee @ 250/- (Per Subject) | 30.07.2025 | 04.08.2025 |

*No application form shall be accepted thereafter.

Enc: Annexure-A Application form for Re-totalling of the marks on the Answer Book/ Script of UG and PG Examinations ONLY.


Dr. Stanzin Shakya
IC Controller of Examination

Copy to:

1. Registrar, UoL.
2. Dean College Development Council, Constituent Colleges, UoL.
3. Dean Academic Affairs, UoL.
4. Dean Students' Welfare, UoL.
5. All Principals, Constituent Colleges, UoL.
6. Administrative In Charge, Kargil Campus, UoL.
7. Dy. COE, Kargil Campus, UoL.
8. Asstt. COE, Leh Campus, UoL.
9. Convenor/ Coordinator of Examinations, Leh/ Kargil Campus, UoL.
10. Convenor of Examinations & Members, Constituent Colleges, UoL.
11. All Programme Coordinator, Leh/ Kargil Campus, UoL.
12. Coordinator Examinations Leh/ Kargil Campus, UoL.
13. PA to Hon'ble Vice Chancellor, University of Ladakh, for the kind information of the HVC.
14. Office file.

UNIVERSITY OF LADAKH

(Application form for Re-totalling of the marks on the Answer Book/ Script of UG and PG Examinations ONLY.)

CAUTION: PLEASE READ THE INSTRUCTIONS GOVERNING RE-TOTALLING OF THE ANSWER BOOK/ SCRIPT CAREFULLY BEFORE FILLING UP OF THIS FORM.

1. Name of the applicant _____
2. Uni Enrolment No _____ Examination Roll No _____
3. Programme Enrolled BA/BSc/BCom/BCA/MA in _____
4. Email Address* _____ Mob No. _____
5. Address of Correspondence _____
_____ Alternate No _____
6. Name of the Examination _____
Month & Year _____ Regular/ Backlog batch _____
7. Present Semester Result Status (Fail/ Re-appear/Pass) _____
8. Give the particulars of the subject/Paper/ Course title in which retotalling of the answer book(s) is desired:

| Sr. No. | Title of the Course/ Subject | Course/ Subject Code | Marks Obtained | Result Status (Pass/ Fail) |
|---------|------------------------------|-------------------------|-------------------|-------------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

9. Reason for seeking retotalling of the answer book(s)/ Script(s) _____

10. An amount of Rs: _____ (in words) _____
_____ has been deposited in Account no 0069010200000826, J&K Bank, Main branch, Leh,
on date: _____ for _____ number of Course(s)/ Subject(s). Please find enclosed the
Original Bank Receipt of the total sum deposited. (ONLINE TRANSACTION WILL NOT BE ACCEPTED).

DECLARATION

I _____ S/O D/O _____
hereby declare that I have read the instructions governing retotalling of the answer book(s)/
Script(s) with the form and undertake to abide by the same.

Dated: _____

Signature of the Applicant

CERTIFICATION

Certified that the candidate has appeared for the last examination form this college/ dept. and has
fixed his signature in my presence.

Dated: _____

Signature of the Principal/HoD/Coordinator with office
stamp

Note: The Candidate should attach the following documents:

- i. Self-Attested Photo Copy of the Mark Sheet and original bank receipt of the fee submitted.
- ii. *Email address mentioned should be personal, valid and clearly written. The retotalled award marksheet shall be sent on the same. The marksheet shall also be updated on the E-Samarth Portal subsequently.
- iii. Incomplete form shall be instantly rejected and no refund of the fee shall be given.

INSTRUCTIONS GOVERNING RE-TOTALLING OF THE ANSWER BOOK/ SCRIPT

(Read carefully the following instructions before filling up the Form)

1. The fee for Re-totalling shall be Rs. 550/- (or as notified from time to time) per answer script for a count of 15 days from the date of declaration of main result (excluding the day of declaration of main result). The form shall also be accepted with a late fee of Rs. 250/- (or as notified from time to time) per answer script for another count of 5 days. Thereafter no application form shall be accepted., Fee once paid shall not be refunded except as per para 7 below.
2. The candidates whose result is kept with held on account of disputed eligibility, shall be eligible to submit the prescribed application form within the Statutory period only. Therefore, such candidates should get the formalities completed for setting disputed eligibility immediately so as to avail of the opportunity for retotalling.
3. The candidates, whose result is declared late under 'CSNC/ PSNC/ LO' category, shall be required to deposit their retotalling form, if they so desire, within 10 days of the date of declaration of the concerned result, to the CoE, UoL, along with the from, if due date has expired.
4. **All candidate shall have to deposit the Re-totalling form complete in all respects within the defined period along with the fee and requisite documents to the CoE, Leh/ Kargil Campus INPERSON on the same day as and when fee submitted to the bank.** Incomplete from shall be instantly rejected and no refund of the fee shall be given.

In case any candidate does not get the marks certificate within seven days from the date of declaration of the result he/she should contact the CoE/ IT Section University of Ladakh. No application form shall be entertained after the prescribed date on the plea of non-receipt of result/marks certificate.

5. The retotalling shall be done by the concerned Coordinator Centralised Evaluation Center in presence of the subject teacher, Convenor of the Examinations and the Principal/ IC Principal of the College at the UG Level. AT the PG level the same shall be done by the Convenor of the Examinations of the Campus in the presence of the subject teacher and HoD/ Coordinator of the Dept. The final result after retotalling of the awards, after carefully inspecting that no section has been left without evaluation, shall be the original award replacing the previously declared mark.
6. The candidate has to accept the retotalling of the awards result as final and irrevocable whether FAVOURABLE or UNFAVOURABLE and no further retotalling shall be allowed.
7. If the University is unable to get the answer books of any candidates retotalling due to the loss of same in transit or otherwise, the candidate shall be entitled only to following relief.
 - (a) Refund of full fee paid by him/her for retotalling of the concerned answer book(s) script(s), provided the student has to submit an application mentioning fee submitted along with his/her bank details.
- OR**
- (b) Re-examination in the concerned paper(s) without payment of fee at the time of subsequent semester-end examination provided a written request is made by the candidate for the said purpose.
8. Re-totalling is not permissible in case of following:
 - (i) Examinations of the Professional Courses.
 - (ii) Practical examinations in different subject(s) or paper(s), sessional marks, internal assessment, project report, dissertation, thesis, and viva-voce.
