



Terna Public Charitable Trust's

# TERNA ENGINEERING COLLEGE

An 'A' Grade ISO 9001 Institution

Plot No. 12 Sector-22, Phase- II, Opp. Railway Station , Nerul [w], Navi Mumbai- 400 706

Application for redressal of Grievance Regarding re-valuation of Answer- Book  
(Note: Use Separate form for each Subject)

To,  
**The Principal**  
TEC, Nerul,  
Navi Mumbai

**BRANCH:-** \_\_\_\_\_

Sir/Madam,

I have received Photo/Xerox copy/ les an assessed answer-books vide your letter  
[Copy of letter is enclosed].

I wish to apply for the re-valuation /re-assessed of the answer-book with grievance  
mentioned below.

**Seat No.** \_\_\_\_\_ **Examination** \_\_\_\_\_

**Held in the month of** \_\_\_\_\_

**Name of the Subject** \_\_\_\_\_

**Date of Exam** \_\_\_\_\_

**Name of Student:** \_\_\_\_\_

**Address of Correspondence** \_\_\_\_\_

The application for Redressal of Grievance received for re-valuation at the  
Examination held in the month of \_\_\_\_\_

Subject \_\_\_\_\_

Nature of grievance (in brief) \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate

Sign:

Sign:-

Name: \_\_\_\_\_

Name \_\_\_\_\_

(Sub Reassessor]

(Exam-Cell Incharge)

## **UNDERTAKING**

I hereby undertake that the results of the revaluation of my answer – book/s shall be binding on me and that I shall accept the revised marks assigned to my paper/s.

Mumbai

Date: --

\_\_\_\_\_  
Signature of the Candidate

## **Certificate for the S.C., S.T., D.T., / N.T. AND E.B.C Student**

This is to certify that Shri./Smt./Kum \_\_\_\_\_  
is/was a bonafide student of this college during the year/s and he/she was getting the concession in tuition fees and other fees as he/she is/was belonging to \_\_\_\_\_  
Economically backward Class i.e. his/her parental income is Rs. \_\_\_\_\_ /-  
or less per annum of he/she is/was belonging to Schedule Caste/Scheduled Tribe/Denotified and Nomadic Tribe. He/ She is therefore, eligible to get the concession in the fees for revaluation & photocopy of answer – books.

I forward herewith Photo / Carbon copy of the cast certificate submitted by him/her.  
The above information is to the best of my knowledge true, correct sa per the college record.

Signature of the Student's Section Clerk

Signature of the Principal

Class: \_\_\_\_\_ Div : \_\_\_\_\_ Year : \_\_\_\_\_ Old / Rev

College Stamp

**N.B. : No personal inquiries in this connection will be entertained.**