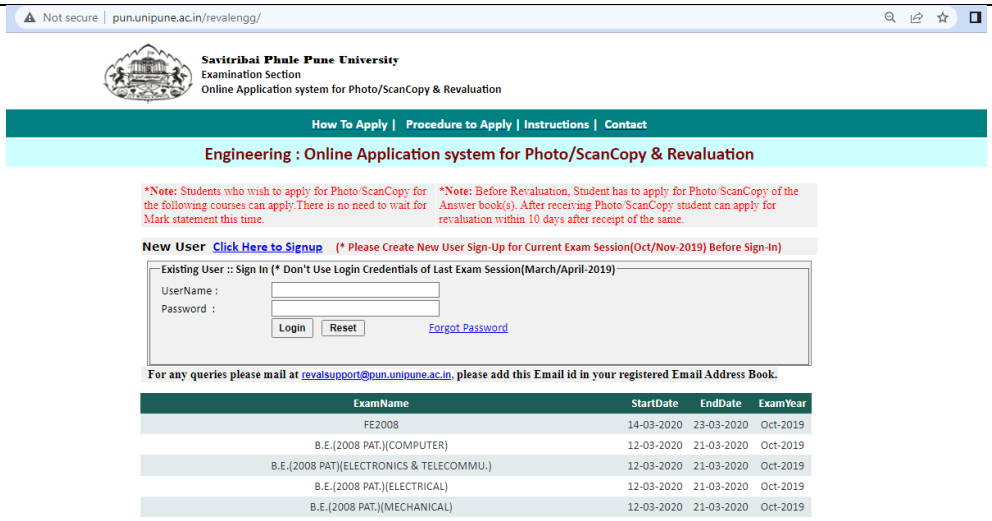
Savitribai Phule Pune University

Examination Section

Online Application system for Photo/ScanCopy & Revaluation

SPPU Examination Section screenshot	
SPPU Examination Section Link	http://pun.unipune.ac.in/revalengg/

Procedure to Apply

Procedure for Submission of Application for Supply of Photo/ ScanCopy (ies) of Assessed Answer Book(s):

i) The Application form filled in and signed by the examinee (Student) only.

ii) The application shall be submitted by the examinee, along withthe requisite fees, **within tendays from start date of application.**

iii) The candidate shall submit their application forms along with the requisite fees online only.

Fee:
a. Photo/ScanCopy
Non-Professional course Rs.100/- per answer book & processing fee is Rs.20/-.
Professional course Rs.150/- per answer book & processing fee is Rs.30/-

b. Revaluation
Non-Professional course - Rs.150/- per answer book & processing fee is Rs.20/.
Professional course - Rs.200/- per answer book & processing fee is Rs.30/-.

REVALUATION OF ANSWER BOOK(S) OF THEORY PAPER(S)
1) Procedure for Submission of Application for Revaluation of Answer Book(s) of Theory Paper(s):

i) A candidate shall be eligible to apply for revolution only after receipt of photoScanCopy (ies) of those answerbook(s).

ii) A candidate shall submit an application along with the requisite fees, within ten days from the date of receipt of PhotoScanCopy (ies).

iii) The application form shall have to be filled in and signed bythe candidateonly.

Terms Relating to Revaluation of Answer Book(s) of Theory Paper(s):

i) The revaluation of the answer book(s), however, shall not be permitted in respect of scripts of Practical Examination / TermWork / Internal Assessment / Sessional Marks / Dissertation / Thesis / Clinical / MCQ (Multiple Choice Question in practical examination)/online examination/In-Sem theory examination and Viva-Voce, etc.

ii) The fee for revaluation may be refunded, if the application is not entertained and not processed for revaluation and if the candidate concerned submits his request forrefund.

iii) A candidate shall note that the result of the revaluation ofhis/her answer-book(s) of the theory paper(s) shall bebinding on him/her.

iv) The benefit of the revaluation shall be given to a candidate if the original marks and the marks obtained after revaluation exceed by 5% or more of the maximummarks.

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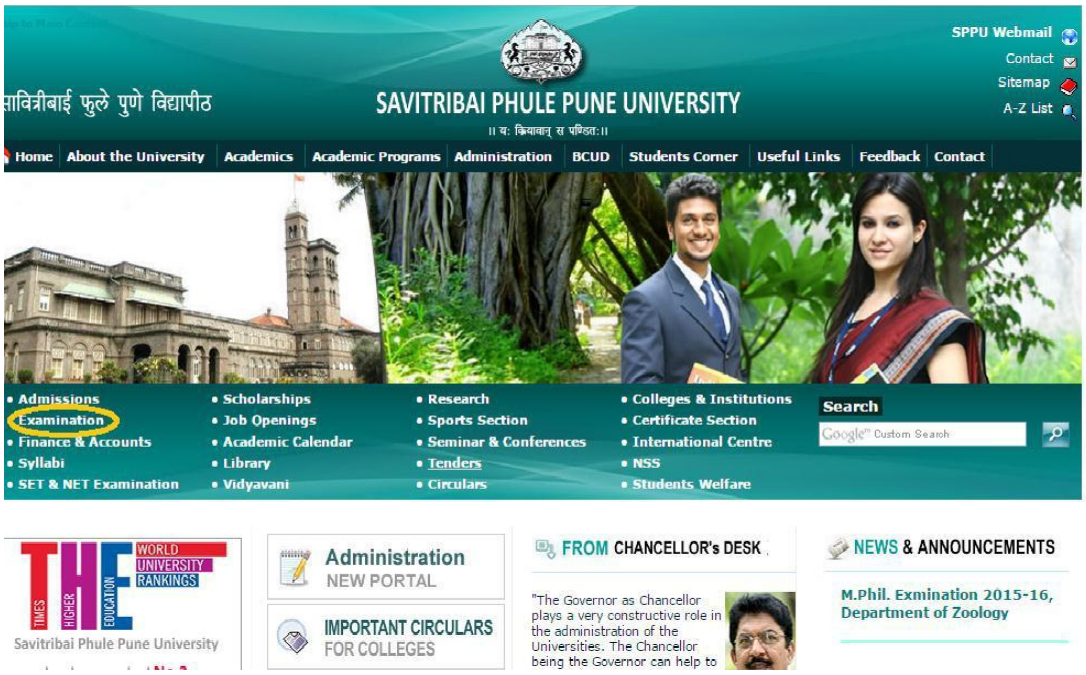
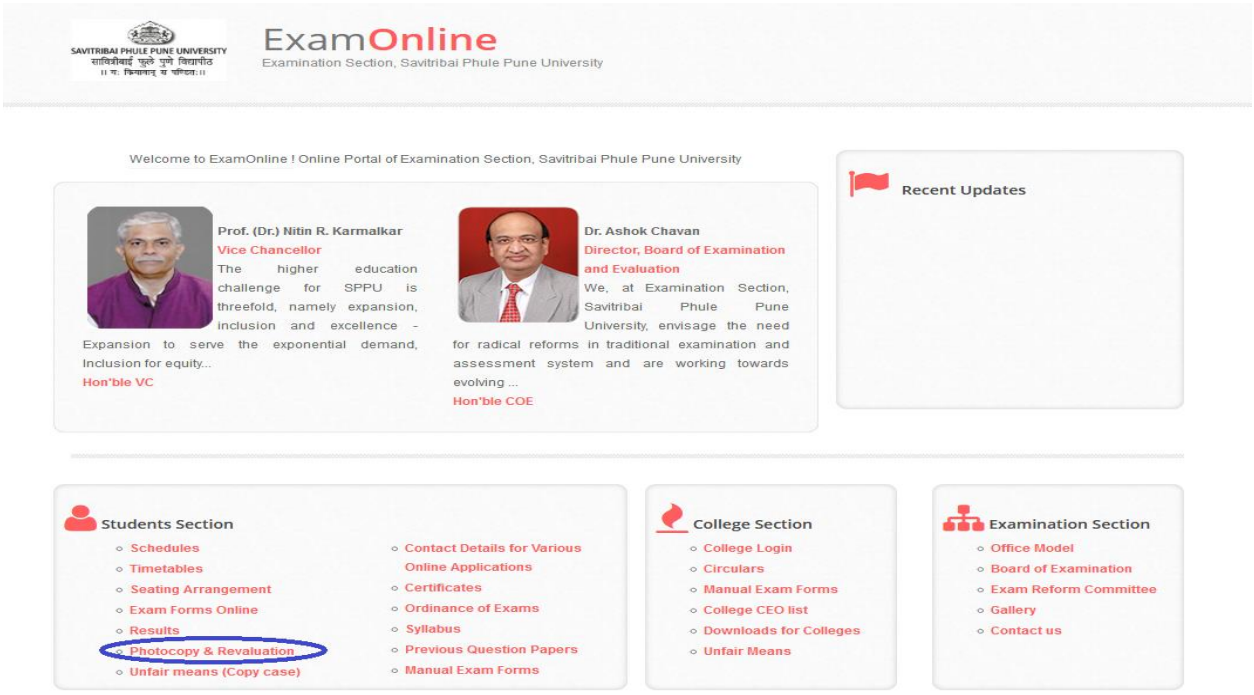
Online Application System for Photo/ScanCopy, Revaluation User Manual

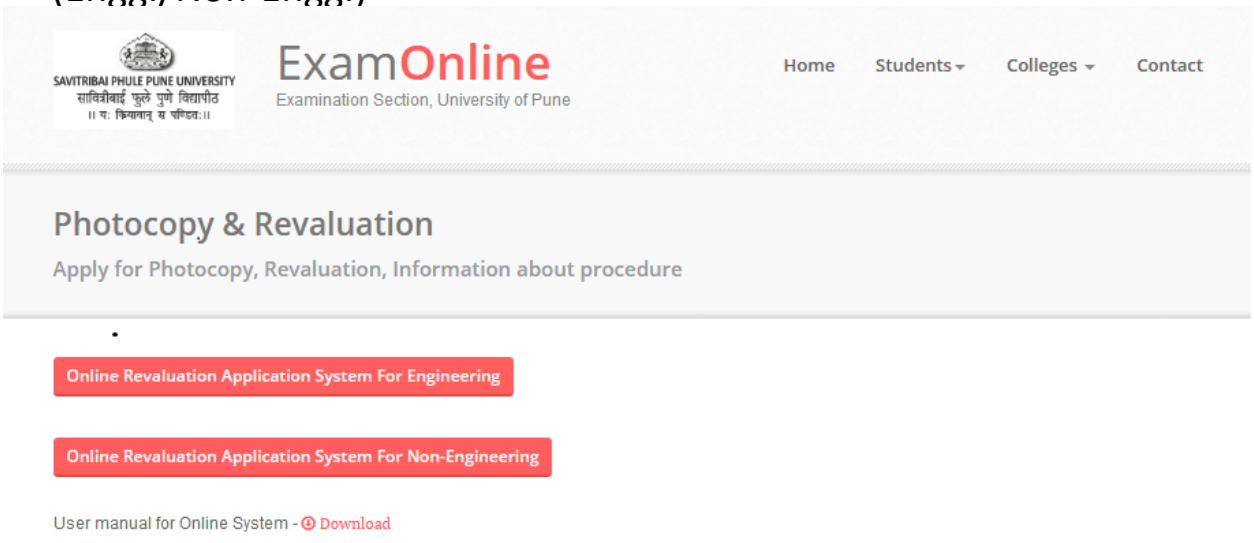
Log on to unipune.ac.in . Click on Examination Section.



1 . Students Section will be displayed. User click on **“Photo/Scancopy & Revaluation”**.

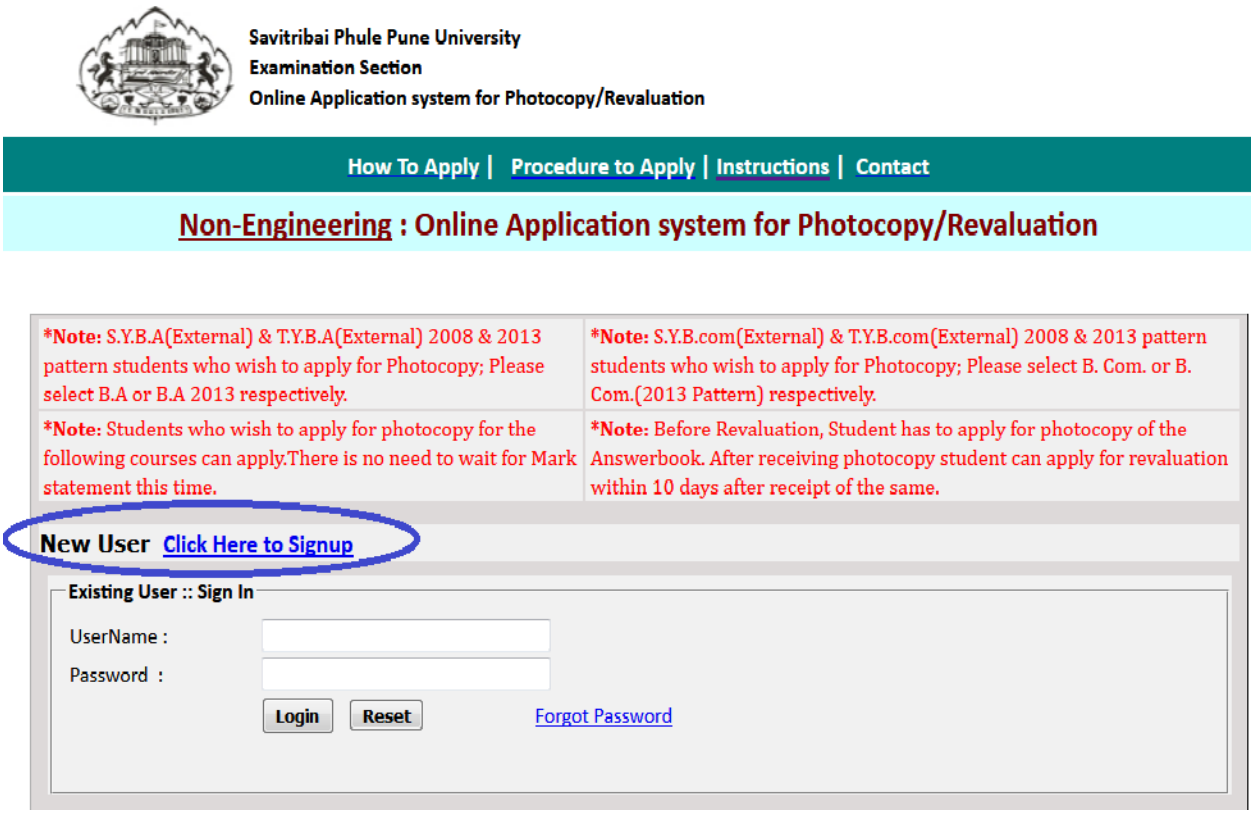


2. Please read instructions and Select proper option (Engg./Non-Engg.)

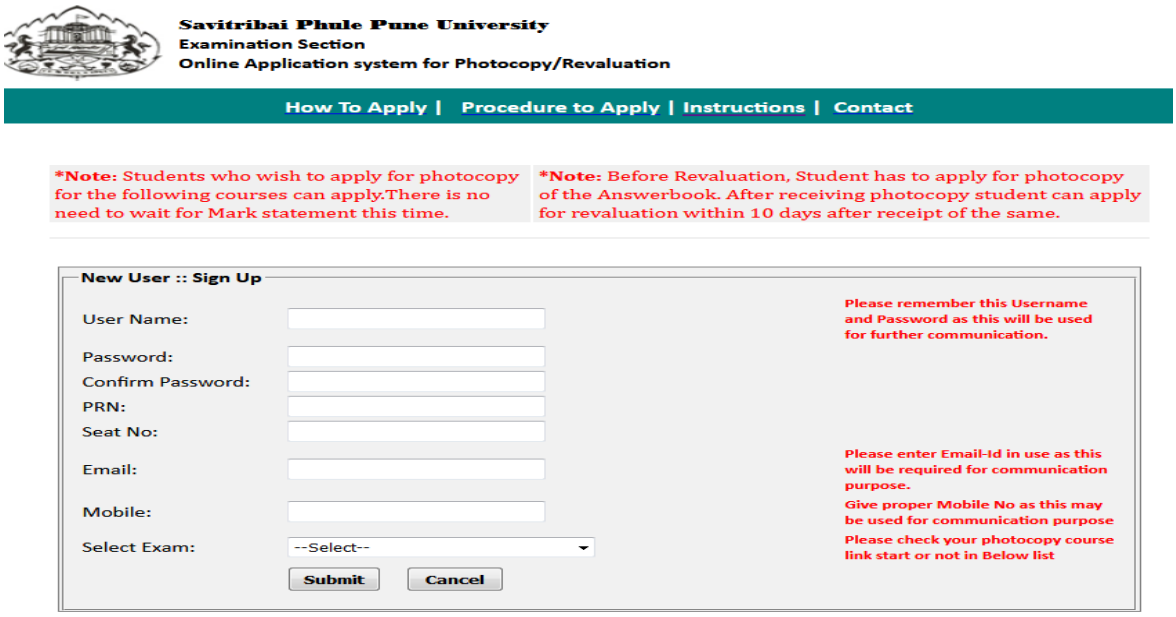


3. Login Page will be displayed. New users can create Login on *highlighted* text

****Note: If you received any mail from university as this is your Username and Password for photocopy; you can use the provided Credentials.**



4. After filling all the details in Sign Up form, you can login by using username & password which you have entered at the time of Sign Up.



A. **User Name:**-Username can be a combination of letters that a user (student) can remember to login and can be used for future use for Reprint the application form if required.

****Note**: **Student has to login with the same Username and Password for Photo/Scancopy and Revaluation.**

B. **Password:-**A valid password which user (Student) must remember for future use.

C. **PRNo: -** A PRN No. is a unique number given to each and every regular student. A student can get PRN no. from their respective colleges.

D. **Seat no.:-** A Seat no is a number given to each and every student every time he/she appears for exam. A student must write a seat no for the exam he/she is applying.

E. Email:- Please enter active Email Id for communication purpose.

F. **Mobile:-**Please enter correct Mobile Number for communication purpose.

****Note::Please fills all the information correctly because this information can be validated and used for Online System.**

G. After logging, you will redirect to selection page where you can select the option for Photocopy (Scan Copy) /Revaluation.

H. Select an option and click on Proceed button to fill the form.

I. Student will have to fill separate forms for Photocopy (Scan Copy)/Revaluation (After Photocopy (Scan Copy)) of answer books under same Login account.

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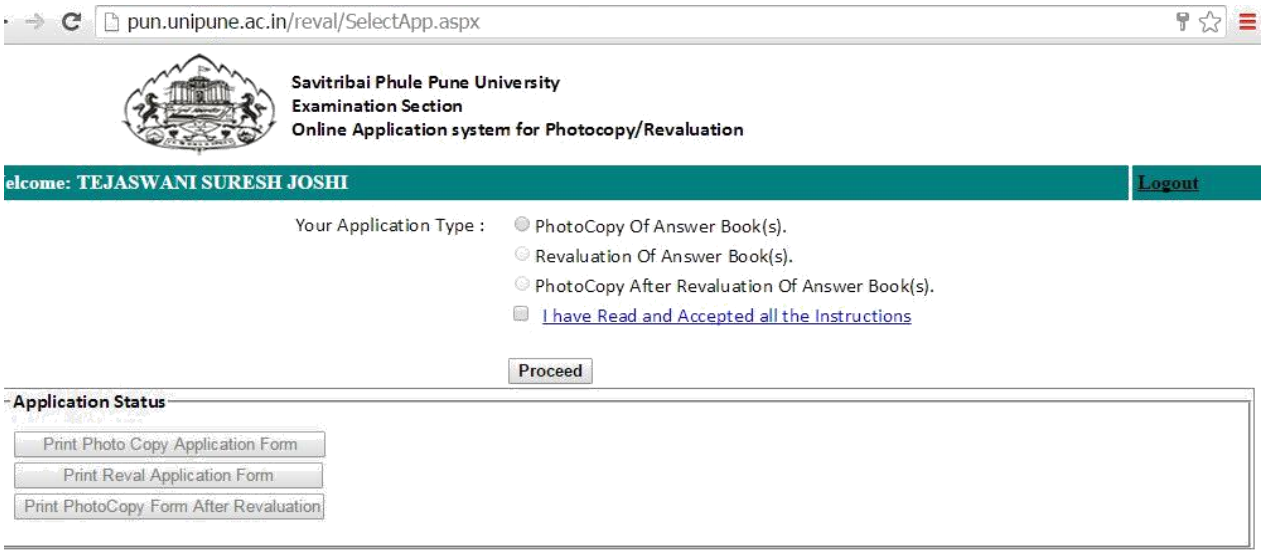
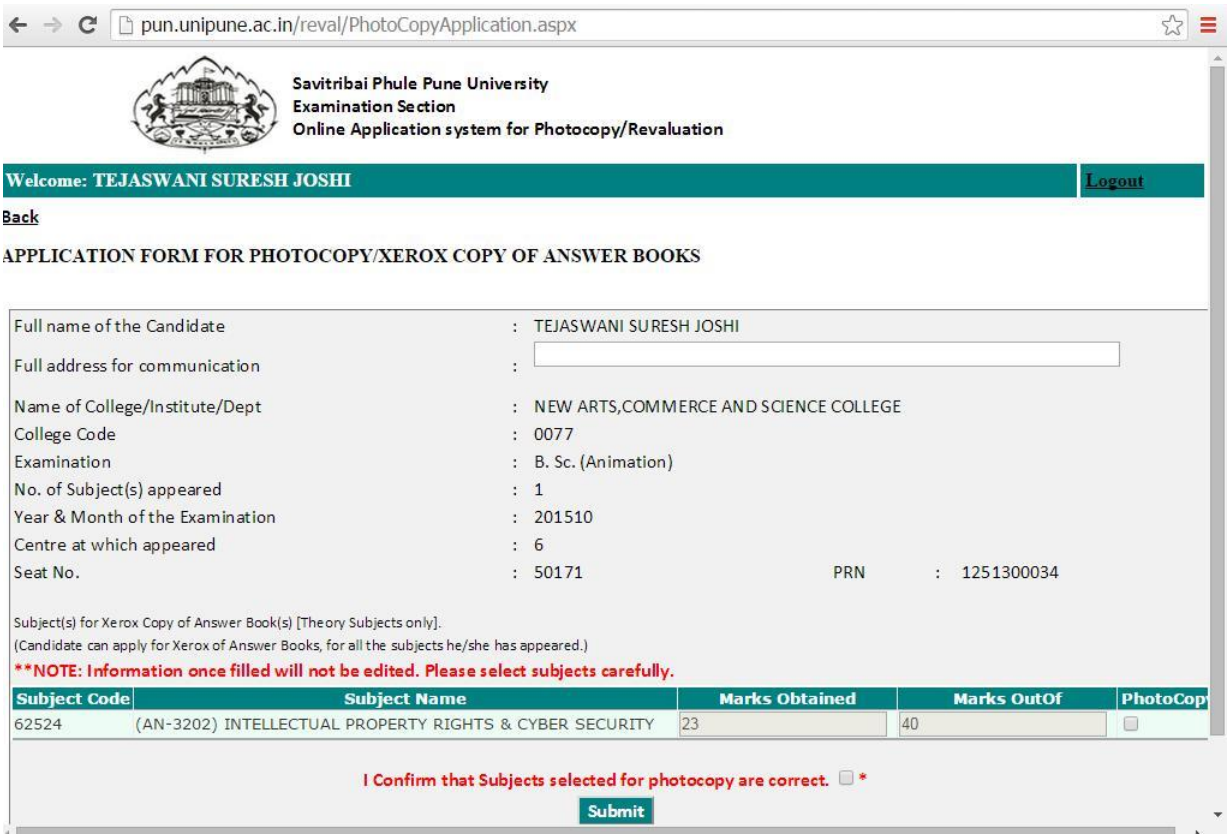
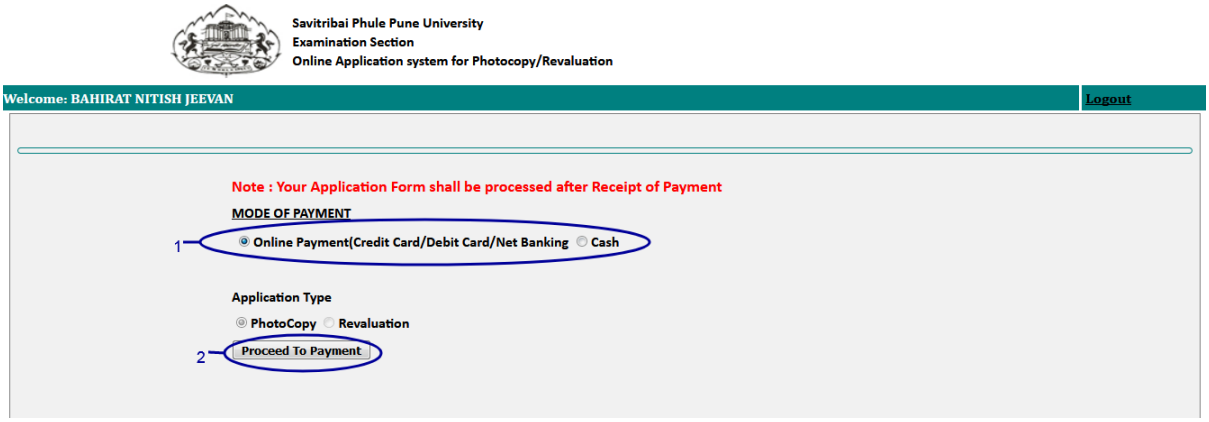


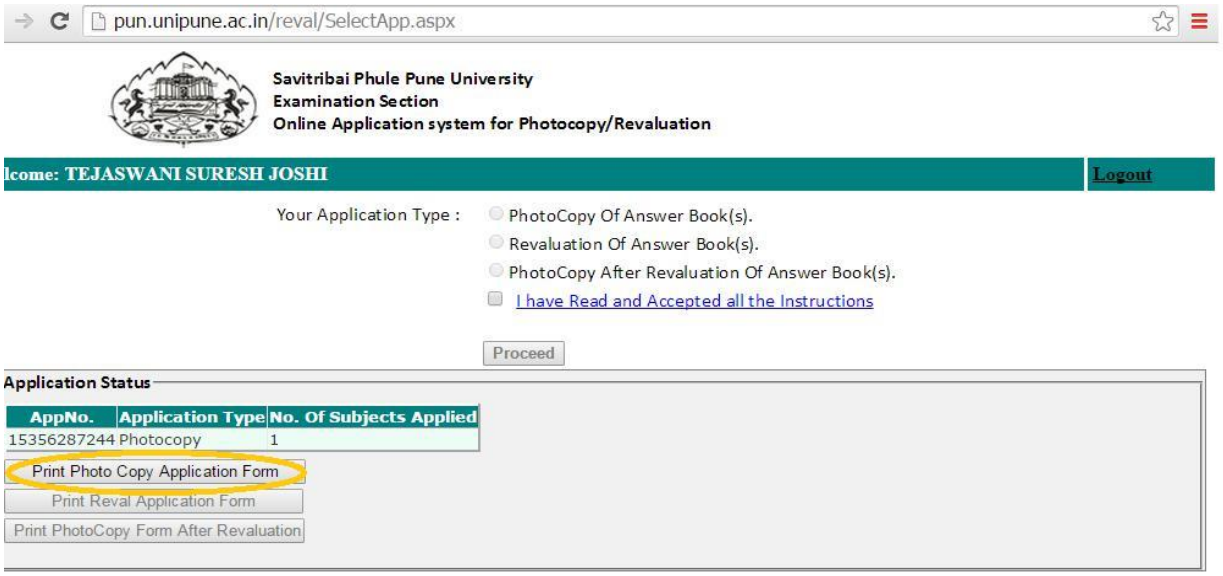
5. Student can select the subjects for which he/she wants to apply. After submitting the form it will get redirected to Payment Process Page.



6. Student can make payment through Online Payment/ Cash mode.



7. Student can print his/her application form by clicking on Print button as shown in following image.



- **Don't send hard copy of the Application form to Savitribai Phule Pune University / College.**
- **The fee once paid will not be refundable for any reason**

For more information: Log on to: **http://exam.unipune.ac.in**

Mail To: revalsupport@pun.unipune.ac.in

Contact No.: 020- 25601209, 25601235