POKHARA UNIVERSITY
Office of the Controller of Examinations

Retotaling / Rechecking Application Form

Name of Student .........................................................
Year .................................................................
Semester ..............................................................
Program..............................................................
Faculty .................................................................
College .................................................................
P.U. Registration No. ..................................................
Exam Roll No. ........................................................

I would like to request for retotaling/rechecking my answer book’s as mentioned below. I have included necessary fee as per the University regulations.

<table>
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<tr>
<th>Code No.</th>
<th>Course Title</th>
<th>Previous Grade</th>
<th>Remarks</th>
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Date

Signature of Student

Recommendations

I think particulars given by Mr./Mrs./Ms. ......................................................... are correct. I hereby recommend for retotaling/rechecking to the answer books’ mentioned above.

Seal of the Institution

Date

Signature of the Institution Head

Note:

1. Applications form should be submitted to the Office of the Controller of Examinations, Pokhara University within 7 days of the publication of Examinations Result.
2. Application form fee Rs.10/- per form.
3. Retotaling fee Rs. 100/- per course.
4. Rechecking fee Rs. 2000/- per course.