



DTE CHOICE CODE
MBA - 5117 10110
MCA - 5117 24110

PIRENS Institute of Business Management and Administration (IBMA)

Approved by AICTE New Delhi, Permanently Affiliated to Savitribai Phule Pune University, Pune
Recognition under section 2 (f) & 12 (B) of UGC Act 1956

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A.I.C.T.E. PERMANENT ID : I - 28775271 PUN CODE : IMMA017030 A.I.S.H.E. Code : C-41915

Examination Grievance Redressal Committee

Sr. No	Name of the Committee Member	Designation
1	Dr. Nilesh U. Bankar (In-charge Director)	Chairman
2	Dr. Mohasin A. Tamboli (College Examination Officer)	Member
3	Prof. Manojkumar S. Langote (HOD-MCA))	Member




Dr N U Bankar
I/C Director

SAVITRIBAI PHULE PUNE UNIVERSITY



Circular No. 84 of 2016

ORDER

WHEREAS the Academic Council of the University, in its meeting held on 21.1.2016 has approved the amendment to Clause 3(v) of Part (B) of Ordinance 184 (A) and (B) regarding revaluation of answer book(s) of theory paper(s), proposing the decrease in the percentage of marks from 10% to 5% for getting benefit of revaluation;

AND WHEREAS the Management Council, in its meeting held on 6.4.2016 has approved the said amendment to Clause 3(v) of Part (B) of Ordinance 184 (A) and (B) regarding the decrease in the percentage of marks from 10% to 5% for getting benefit of revaluation;

AND WHEREAS the said amended Ordinance 184(A) and (B) has been sent to the Hon'ble Chancellor under Section 54(4) of the Maharashtra Universities Act, 1994 for directives;

AND WHEREAS no directives from the Hon'ble Chancellor have yet been received by the University;

AND WHEREAS in the academic interest of the students, it is expedient to make the said amendment to Clause 3(v) of Part (B) of Ordinance 184 (A) and (B) regarding the decrease in the percentage of marks from 10% to 5% for getting benefit of revaluation, applicable w.e.f. the examinations held in April/May 2016 and onwards;


THEREFORE, I, Dr. Wasudeo N. Gade, Vice-Chancellor of the Savitribai Phule Pune University, by and under the powers vested in me under Sub-Section 8 of Section 14 of the Maharashtra Universities Act, 1994, hereby issue the following directives:

1. The benefit of revaluation shall be given to a candidate if the original marks and the marks obtained after revaluation exceed by 5% or more of the maximum marks of the theory paper(s) and only these marks will be accepted by the University and are binding on the candidate. For the purpose of computing the 5% difference in marks, half percent of the marks assigned to a paper or a part thereof shall be taken into account and rounded off for next successive higher integer.
2. These directives shall be applicable from w.e.f. the examinations held in April/May 2016 onwards.

This Order shall remain in force till the amended Ordinance 184(A) and (B) comes into force.

Ref.: COE/101
Date: 09.6.2016




Dr. Wasudeo N. Gade
Vice-Chancellor

SAVITRIBAI PHULE PUNE UNIVERSITY
(Formerly University of Pune)



Circular No. 71 of 2018
ORDER

WHEREAS Ordinance 184(A) and (B) deals with supply of photocopies of assessed answer books and revaluation of answer books of theory papers;

AND WHEREAS the Board of Examinations and Evaluation in its meeting held on 6.2.2018 proposed some changes in the procedures for submission of application for supply of photocopies of assessed answer books and for revaluation of answer books of theory papers as prescribed in the Ordinance 184(A) and (B);

AND WHEREAS as per Section 37(1)(q) of the Maharashtra Public Universities Act, 2016, the Board of Deans in its meeting held on 20.2.2018 has prepared a draft of amended Ordinance 184(A) and (B) taking into consideration the changes proposed by the Board of Examinations and Evaluation, which will be placed before the Management Council in its ensuing meeting;

AND WHEREAS the said amended Ordinance 184(A) and (B) is required to be made applicable to the examinations conducted in March/April 2018 and onwards;

AND WHEREAS it will take some time till the amended Ordinance 184(A) and (B) is approved by the Management Council and the directives of the Hon'ble Chancellor under Section 74(4) of the Maharashtra Public Universities Act, 2016 is received in respect of the amended Ordinance 184(A) and (B);

THEREFORE, I, Prof. (Dr.) Nitin R. Karmalkar, Vice-Chancellor of the Savitribai Phule Pune University, by and under the powers vested in me under Sub-Section (8) of Section 12 of the Maharashtra Public Universities Act, 2016, hereby issue the following directives:

Provisions as regards supply of photocopies of assessed answer books to the students and revaluation of answer books of theory papers as mentioned in the Annexure shall be made applicable to the examinations conducted in March/April 2018 and onwards.

This Order shall remain in force till the amended Ordinance 184(A) and (B) comes into force.

रफोटो कॉपी/फेर व पुन/२०१८/४२९
Date: 27.4.2018



Prof. (Dr.) Nitin R. Karmalkar
Vice-Chancellor

(A) SUPPLY OF PHOTO COPY(IES) OF ASSESSED ANSWER BOOK(S)

1) Procedure for Submission of Application for Supply of Photo Copy(ies) of evaluated/ revaluated Answer Book(s):

- i) Photo copy(ies) of assessed answer book(s) of all examinations conducted by the University for award of degrees/diplomas/ certificates shall be provided to the student(s) as per the procedure prescribed hereinafter.
- ii) Student(s) of affiliated colleges, recognised institution and external student(s) shall have to fill in online application for demand of photo copy(ies) of assessed answer book(s), using the web based online application submission system available on the official website of the University.
- iii) Student(s) of affiliated colleges, recognised institution and external student(s) shall have to pay the requisite fees for supply of photocopy(ies) of assessed answer book(s) through online payment option provided in the application.
- iv) Online application for obtaining photo copy(ies) of assessed answer book(s) shall be made along with the online payment of the requisite fees within ten days from the date of declaration of results of the examination concerned.
- v) Students of University Departments shall apply directly to the Head of the Department concerned along with the requisite fees.

2) Fee Structure:

Non-professional Course:

Rs. 100/- per answer book.

Professional Course:

Rs. 150/- per answer book

These fees of are non-refundable.

3) Terms Relating to Supply of Photo Copy(ies) of Assessed Answer Book(s):

- i) Photo copy(ies) of only written part of answer book(s) shall be provided. No photo copy(ies) of blank pages of answer book(s) shall be provided.
- ii) Photocopy(ies) of assessed answer book(s) of student(s) of affiliated college, recognised institution and external student(s) shall be sent to the student concerned through his registered login on the official website of the University. Photocopy(ies) of assessed



answer book(s) of student(s) of the University Departments shall be supplied to the student(s) by the concerned University Department.

The examinee shall be sole custodian of the photo copy(ies) so supplied and shall not transfer the same to anybody for any purpose, whatsoever. The examinee shall further refrain himself from putting such photo copy(ies) to any misuse that might jeopardize the reputation of the University.

- iii) In case of misuse of photo copy(ies) by the examinee, the University shall be at liberty to take action against such candidate as per the provision of Section 48(5) of the Maharashtra Public Universities Act, 2016.
- iv) Upon receipt of the application forms by the University "Cell Providing Photo Copy of Answer Book(s)" (hereinafter referred to as 'the Cell') shall scrutinize the answer-book(s) and shall verify the following:
 - a) Whether the total marks in the given paper awarded to the examinee on the statement of marks matches with the marks awarded to the examinee on the cover page of the answer book(s)?
 - b) Whether the question-wise marks awarded to all the questions inside the answer book(s) are correctly carried over to the cover page?
 - c) Whether the total of the question-wise marks on the cover page is correct?
 - d) Whether all the answers or parts thereof in the answer book(s) have been assessed by the examiner?
 - e) Any other matter as may be prescribed by the Board of Examinations of the University.
- v) Discrepancy, if any on any of the counts as mentioned in Clause (v) above, noted by the Cell, shall be corrected by the Cell.
- vi) If any question or part thereof in the answer book(s) is found to be not evaluated/re-evaluated, the same shall be got evaluated/re-evaluated from the same examiner and additional marks awarded, if any, shall then be mentioned on the cover page and added in the total of the marks. If the examiner who has evaluated/ re-evaluated the answer book(s) is not available due to death, resignation or any other cause beyond his control, the answer book(s) shall be got evaluated/re-evaluated from another examiner to be appointed by the Dean of the Faculty concerned.
- vii) The change, if any, on the counts mentioned in Clause (v) above, shall be informed to the affiliated college/recognised institution/University Department/external student concerned, by the University. The affiliated college/recognised institution/University Department/external student concerned, shall surrender the original statement of marks to the University within fifteen days from the date of receipt of communication. Corrected statement of marks shall be issued to the affiliated college/recognised Institution/University Department/external student, as the case may be, on surrendering the original statement of marks to the University, without charging any fees.



- viii) Photo copy(ies) of the answer book(s) shall be made available to the student after making corrections, if any, in the marks on the cover page and after awarding grace marks, if any, as per rules, and concealing the identity of the examiner/moderator/re-evaluator.
- ix) The designated officer of the Cell shall certify on main page of the answer-book by placing his/her signature and the seal. The designated officer, before issuance of the photo copy of the answer-book, shall ensure that the same contains all pages of written part of the answer book.
- x) No complaint regarding the manner of assessment of the answer book(s) by the examiner/moderator/ re-evaluator shall be entertained by the University.
- xi) Photo copy(ies) of an evaluated/re-evaluated answer book(s) will be permitted only once in respect of the examination concerned.
- xii) The University shall not be liable for failure or delay in supplying photo copy(ies) of evaluated/re-evaluated answer book(s) due to any reason beyond the control of the University.

(B) 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 student shall be eligible to apply for revaluation of answer-book(s) of theory paper(s) of the University examinations only after receipt of photo copy(ies) of those answer book(s).
- ii) Student(s) of affiliated college, recognised institution and external student(s) shall have to pay the requisite fees for revaluation of answer book(s) through online payment option provided in the application.
- iii) Online application for revaluation along with the online payment of the requisite fees, shall be made within ten days from the date of receipt of photo copy(ies) of answer book(s).
- iv) Students of University Departments shall apply directly to the Head of the Department concerned, along with the requisite fees.

2) Fee Structure:

- i) Non-Professional course - Rs.150/- per answer book.
- ii) Professional course - Rs. 200/- per answer book.



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

- i) If on verification of marks at the time of supply of photo copy(ies) of answer book(s), it is found that the marks originally shown in the mark list issued to a student have changed as a result of verification, the changed marks shall be considered as original marks for the purpose of revaluation.
- ii) The revaluation of the answer book(s), however, shall not be permitted in respect of scripts of Practical Examination/Term Work/Internal Assessment/Sessional Marks/Dissertation/Thesis/Clinical/MCQ (Multiple Choice Question in practical examination) and Viva-Voce, etc.
- iii) The change in the marks after revaluation shall be inbound to the affiliated college/ recognised institution/University Department/external students concerned. The affiliated college/ recognised institution/University Department /external students concerned, shall surrender the original statement of marks to the University, within fifteen days from the date of receipt of communication. Corrected statement of marks shall be issued to the affiliated college/recognised Institution/University Department/external student, as the case may be, on surrendering the original statement of marks to the University, without charging any fees.
- iv) The fee shall not be refunded in case of those, whose application is processed for revaluation. However, the fee for revaluation may be refunded, if the application is not entertained and not processed for revaluation under the provision of this Order and if the student concerned submits his request for refund.
- v) A student applying for revaluation shall note that the result of the revaluation of his answer-book(s) of the theory paper(s) shall be binding on him and that he shall accept the revised marks obtained in his theory paper(s) after revaluation.
- vi) The benefit of the revaluation shall be given to a student if his original marks and the marks obtained after revaluation exceed by 5% or more of the maximum marks of the theory paper(s) and only these marks will be accepted by the University and are binding on the student. For the purpose of computing the 5% difference in marks, half per cent of the marks assigned to the paper or a part thereof, shall be taken into account and rounded off for next successive higher integer.
- vii) The revised marks obtained by the student after revaluation as accepted by the University shall be taken into account for the purpose of amendment of his result in accordance with the relevant rules of the University.
- viii) For the purpose of this Order, revaluation of the answer-book(s) of the theory paper(s) shall be an additional facility provided to the students with a view to improve upon their results at the preceding University Examination, it being understood that delay in the declaration of revaluation result for any reason, whatsoever, shall not confer any right upon them for admission to the next higher class and such matters shall always be




regulated in accordance with the relevant ordinance(s) and rules or regulations framed by the University.

- ix) As a result of revaluation, if a student attracts the provision of condonation of deficiency of marks/grace marks, the same shall be applied to him as per the relevant Ordinance(s).

GENERAL TERMS:

- 1) Evaluated/revaluated Answer book(s) shall be preserved by the University for a period of four months from the date of declaration of result of the examination concerned.
- 2) If the last day for submission of application happens to be a holiday to the college/ University, the next working day will be treated as the last day.
- 3) Incomplete/incorrect application forms and/or with illegible entries and those submitted to the University after the due dates shall be summarily rejected without any further reference and fees paid along with application forms shall not be refunded.
- 4) Any question as to the interpretation or application of this Order shall be decided by the Vice Chancellor of the University whose decision shall be final and binding.
- 5) The Vice-Chancellor of the University shall have power to issue clarification to remove any doubt, difficulty or anomaly, which may arise in regard to the implementation of this Order.

Ref.: फोटो कॉपी/फेर व पुन/२०१८/४२९
Date: २७.४.२०१८


Prof. (Dr.) Nitin R. Karmalkar
Vice-Chancellor





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Year wise Summary Report of Examination Related Grievance Redressal

Sr. No.	Academic Year	Number of Grievance	No of Grievance Resolved
1.	2017-2018	00	00
2.	2018-2019	00	00
3.	2019-2020	00	00
4.	2020-2021	00	00
5.	2021-2022	07	07

ON THE MOVE....




Dr. N. U. Bankar
I/C Director



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Grievance Redressal Form

Name of the Student			
Academic Year		Semester	
Class		Specialization	
Nature of Grievance (Brief Description)			
Signature of the Student		Date	
Grievance Redressal			
Investigation Done By (Name of the Faculty Member)			
Findings (In Brief)			
Corrective Action Taken/Suggested			
Signature of the Investigator			
Name of the Grievance Redressal Committee Member	Signature		



DIRECTOR

PIRENS Institute of Business Management
and Administration (IBMA), Loni (Bk)
Tal. Rahata, Dist. Ahmednagar- 413736

A/p. Loni Bk., Tal. Rahata, Dist. Ahmednagar, Pin - 413736. Maharashtra (India)



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(AICTE Approved, Recognized by Govt. of Maharashtra, Permanently Affiliated to Savitribai Phule Pune University, Pune)

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Examination Grievance Redressal Form

Name of the Student	Pratiksha Bhausaheb sapute		
Academic Year	2021-2022	Semester	2nd sem
Class	MBZ 1st year	Specialization	Finance
Nature of Grievance (Brief Description)	marketing management (201) and human Resource management (203) This two subjects I got only 14 and 15 marks respectively I have submitted all info and assignment of this subject on time to the related teacher		
Signature of the Student	Pratiksha	Date	20/09/22
● Grievance Redressal ●			
Investigation Done By (Name of the Faculty Member)	Prof. Y. L. Abel		
Findings (In Brief)	Made submission on time but forgot to sign the attendance sheet.		
Corrective Action Taken/Suggested	Marks given for the subject 201 (MM) + 203 (HRM)		
Signature of the Investigator			
Name of the Grievance Redressal Committee Member	Signature		
Dr. N. V. Bankar			
Dr. M. A. Tamboli			
Dr. Manojkumar Langote			



Director