



The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata -700073 | ☎ - 033 (2241 -3611 /1906
] Established by the Act XXXIII of 2015; Vide WB Govt . Notification No 187 -I. Dated -19.02.2016 [

Regulation for Post Publication Scrutiny, Post Publication Review, Post Publication Special Review of UG & PG Students

Memo: 2024/COE/SCU/ReviewGuideline/1774

Date: 17.05.2024

Part A: Generic Rules that Applies to Post Publication Review and Post Publication Scrutiny

1. A candidate can either opt for Post Publication Review or Post- Publication Scrutiny.
2. A Candidate shall not be allowed to apply for Post Publication Review or Post Publication Scrutiny for not more than 3 Papers taken together in a given semester examination, provided that the said candidate has scored qualifying marks in the remaining papers in the concerned semester.
3. Post- publication Review and Post- Publication Scrutiny of the same paper(s) shall not be allowed.
4. Post Publication Review or Post- Publication Scrutiny is permissible in theory papers of Semester End Examinations only and not in the Internal Assessments, Project/Dissertation, Viva, Industrial and Field Work, Internships, Community Engagement Activities, Term Papers, Practical /Lab courses, Workshops, Assignments & Seminar etc.
5. A candidate will be eligible to the facility for Post Publication Review or Post- Publication Scrutiny provided the said candidate has appeared at the concerned semester examination as a WHOLE and that too in the 1st ATTEMPT. This facility is only extended to Fresh & Regular Candidates.
6. Reappearing/ Backlog Candidates Candidate will not be allowed to apply for Post Publication Review or Post Publication Scrutiny scripts for the courses appeared at the **Repeat Examinations**. Backlog Candidates include such candidates that Failed in the Semester Examinations or Not Allowed to Appear in the Semester Examinations due to Short Attendance Percentage or remained Absent in the Semester Examinations or Incomplete Result candidates or Reported Against Candidates in the Semester Examinations. Such Students that have failed to clear the concerned papers for any of the above stated reasons in any given semester examination may reappear for the same examination in accordance with the University norms. Other than the decisions of the competent authority on disciplinary matters usually Backlog candidates shall be permitted to re-appear in the concerned Papers in respective semester examinations of the following year provided such candidates had complied to the rules as had or will be framed by the University time to time based on the complexity of the issues and available resources. The concerned candidate will be permitted to clear the backlog papers in the successive two chances irrespective of availing/not availing any particular chance. If a student wishes to skip examination in a semester for any reasons whatsoever of a particular Semester-end examination, it would be included within the stipulated two chances as stated above.
7. The candidates applying for Post Publication Review or Post- Publication Scrutiny of Answer scripts of his/her answer-script(s) are required to submit the filled in prescribed form along with the payment challan within the allotted time period as per the notifications issued by the Office of the Controller of Examinations. Fees once remitted on this account will not be refunded.
8. Incomplete/ incorrect applications, remittance of inappropriate amount and those received after the due date will not be entertained and will be summarily rejected without assigning any reason or without any intimation to the candidate. Fees paid on such applications will not be refunded.





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9. In case of PPR/PPS Marks shouldn't be awarded if the same question has been attempted by the candidate more than once even if the same is correct. Repeated question/repeated parts should be indicated by the examiner/scrutinizer and zero marks be awarded and the answer/repeated portion should be crossed out.
10. University will revise the old mark sheet wherever applicable. Fresh mark sheet will be issued only after the old mark sheet is surrendered by the candidate at the Office of the Controller of Examinations.
11. In the eventuality of decrease in marks is leading to failure of a successful candidate that has either obtained pass marks in the concerned Paper or such reduction in number may lead to downgrading of the division i.e. from 1st to 2nd division or from 2nd division to QX division or reducing the average marks below 75% or 55% in a given semester. In such cases the marks as obtained prior to review/scrutiny will stand – resulting in no change in the Marksheet.
12. The University will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent on the revision of marks or delay in communications for reasons beyond control.
13. The fees that the concerned candidates are required to remit to the University's Bank A/C through NEFT or through any convenient online payment modes are noted as follows: -
 - i. Post- Publication Scrutiny – Rs. 100/- per paper
 - ii. Post- Publication Review – Rs. 150/- per paper

Part B: Specific Rules for Post- Publication of Scrutiny of Marks: -

Post- Publication Scrutiny can lead to either an “increase in marks”, or ‘No Change’ in marks or “a reduction in marks”.

Post- Publication Scrutiny of answer script will be done by the concerned faculties of the Department other than the Examiner and Scrutinizer.

The Concerned Faculty will assume the role of the Scrutinizer while taking up the assignment of Post-Publication Scrutiny.

There will be no re-evaluation of the answer scripts but involves verification of scripts and records to ascertain Marks have been assigned to each of the required number of answers that have been attempted by the concerned examinee as per the instruction printed on the question paper; totalling of marks awarded by the examiners on the scripts/marks-slips, as the case may be, has been correctly done. In case of wrong totalling, the original marks as secured will be reflected in the marksheets without violating clause 10 in Part A.

However, in case of serious irregularities in evaluation detected/pointed out, the answer script has to be placed before the COE. The COE may initiate required actions with approval from the competent authority.





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In case of detection of non-evaluation of answers or non-awarding of marks in the answer script, the same may be brought to the notice of the COE for remedial actions as deemed appropriate.

Part C: Specific Rules for Post-Publication of Review of Answer Scripts

Re-evaluation can lead to either an “increase in marks”, or ‘No Change’ in marks or “a reduction in marks”.

In no case the re-evaluation will be done in the presence of the candidate or anyone else on his /her behalf, nor will the answer scripts be shown.

Post Publication Reviewer shall be other than the Original Examiner and Scrutinizer that had already examined/ scrutinized the answer script at the first instance.

The Controller of Examinations is empowered to send the answer-script for review to any one of the empanelled reviewers as provided by the concerned Head of the Department/ Coordinator or to other senior faculties associated with other HEIs of repute. Reviewer can be any one other than the original examiner and scrutinizer.

If the marks awarded by Post-Publication Review Examiner in a Paper do not exceed/reduce the original award by more than 30% of the marks obtained in that Paper, the marks awarded by the reviewer will be accepted as final marks in that Paper.

If the increase or decrease of marks is more than 30% of the marks obtained in that Paper as awarded by the examiner, the answer script is to be referred to the third examiner for re-examination. The marks so awarded by the third examiner will be compared with the other two marks awarded by the first examiner (post scrutiny marks) and the reviewer and the average of the two marks other than the least one will be awarded to the candidate applied for review.

However, while reviewing the script(s) if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the candidate. Any addition or subtraction of marks as declared by the University after Post-Publication Review usually shall be treated as final and shall be binding on the candidate in normal circumstances provided the latter’s prayer for Special Review had been duly approved by the Hon’ble Vice Chancellor.

Part D: Specific Rules for Post- Publication of Special Review of Answer Scripts

A Candidate shall not be allowed to apply for Post Publication Special Review for not more than 3 Papers taken together in a given semester examination, provided that the said candidate has scored qualifying marks in the remaining papers in the concerned semester.

Special Review can lead to either an “increase in marks”, or ‘No Change’ in marks or “a reduction in marks”. If the increase or decrease of marks is more than 30% of the marks obtained in the concerned Paper. The marks so awarded by the special reviewer will be compared with the marks as provided originally by the examiner and other reviewer(s). The average of the two high scoring marks other than the lower ones will be awarded to the candidate applied for review.





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However, while reviewing the script(s) if it is found that there was error in calculating total marks of the original award, the increase of marks to the full extent will be accepted as corrected original award of the candidate. Any addition or subtraction of marks as declared by the University after Post-Publication Special Review usually shall be treated as final and shall be binding on the candidate. No further application for another round of Post-Publication Special Review result shall be entertained under normal circumstances.

If the Candidates that had earlier applied for Post Publication Scrutiny or Post Publication Review are not satisfied with the outcome or the said candidates failed to submit the applications for Post Publication Scrutiny and Post Publication Review within stipulated time due to any exigencies are entitled to apply for Special Review of the answer scripts. Such applications must be made directly to the Hon`ble Vice-Chancellor in plain paper within 7 days from the date of publications of the Post Publication Scrutiny/ Post Publication Review results. Hon`ble Vice-Chancellor reserves the right whether to allow or not to proceed in the Special Review Matter. The fees payable for availing this facility is Rs 500/- per paper. Fees once paid will not be refunded.

Post Publication Special Review is permissible in theory papers of Semester End Examinations only and not in the Internal Assessments, Project/Dissertation, Viva, Industrial and Field Work, Internships, Community Engagement Activities, Term Papers, Practical /Lab courses, Workshops, Assignments & Seminar etc. A candidate may seek Special Review of not more than three papers.

Candidates that come under the ambit of Repeat Examinations will not be eligible for Special Review.

Notwithstanding anything stated under Part D, other clauses as stated in Part A, B and C may be applied wherever applicable if deemed appropriate by the Controller of Examinations.

A. Mukherjee
17/05/2024
Officer-on-Special Duty
Controller of Examinations
The Sanskrit College and University
O. S. D.
Controller of Examinations
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Application Form for Review of Post Publication Review and/or Post Publication Scrutiny

Name (in Block Letter)	
Contact Number	
Email ID	
Department	
Name of the Examination and Year	
University Roll Number (Enclose Copy of Admit Card)	
Registration No. and Session (Enclose Copy of the Registration Certificate)	
Amount deposited through NEFT (Enclose copy of the NEFT document)	

Degree Level	Semester	Course codes of the Papers to be considered for Post Publication Review	Photocopy of the Marksheet(s) (with reference to the mentioned semester(s)) must be attached with this Application Form
		Course codes of the Papers to be considered for Post Publication Scrutiny	

Declaration - I declare that the above statements are true and that if any of the statements is found to be not true, my application shall be liable to be rejected by the University without any information to me and further that I shall not claim refund of the fees under any circumstances.

Date:

Full Signature of the Student