



DAYANANDA SAGAR  
UNIVERSITY

DSU/COE-SCM/2025-2026/0003

05/01/2026

## CIRCULAR

### Re-Valuation/Photocopy of BBA and B.Com 1st & 3rd semester theory examinations December 2025

Students interested may apply for Re- valuation/Photocopy of his / her answer booklet for any credit courses (Subject) other than Drawing, Practical's or Audit Courses, on an application in the prescribed format, along with the fee of Rs. 1000/ Subject for Re-valuation and Rs.500/ booklet for Photocopy, subject to the following condition:

- (i) If the marks awarded in revaluation are lesser than the original marks, then the original marks will be retained.
- (ii) If the marks awarded in revaluation marks is higher than the original marks up to 15 marks, then the revaluation marks will be awarded to the students.
- (iii) If the marks awarded in revaluation marks is more than 15 marks than the original marks, then the answer script is sent to a third valuator for further valuation and the average of higher of the two is awarded to the student.

Last Date for applying is **08<sup>th</sup> January 2026 for 1st & 3<sup>rd</sup> semester theory examinations**

Application for Re-valuation need to be done in ERP and the steps are as follows:

STEP 1: Go to Result in the EXAM Menu in the Student Login and select the Examination.

STEP 2: Click on Apply for Rechecking / Reassessment and click on Show.

STEP 3: Select Courses you want to apply and click on Pay now.

STEP 4: Complete the Payment Process by following the indicated steps accordingly.

*Prathap M* *5/1/2026*  
Controller of Examinations  
CONTROLLER OF EXAMINATIONS  
DAYANANDA SAGAR UNIVERSITY

To, HAROHALLI

Deans of Concerned Schools- for needful.

Copy to:

P.S to Vice Chancellor/ P.S to Registrar/ CFO, DSU.