

Online Reexam Requisition Proforma - I

From

Date : _____

To

The Controller of Examinations,
Francis Xavier Engineering College,
Tirunelveli – 627003.

Sir,

Sub : Discrepancies in attending the Online End Sem Examinations – Requesting for Reexam – Nov/Dec 2020 – reg.

Sub Code : _____ **Sub Name :** _____

Date : _____ **Time:** _____

Reason for Reexam:

Henceforth, I request you to give permission to write the Reexam.

Student Signature

Declaration from the Student :

1. On writing the Reexam, I understand that the Previous Exam conducted on **Date :** _____ **Time:** _____ stands Cancelled.
2. I am ready to take the Second Exam with a different set of Question Paper.
3. I assure that I will take the entire responsibility for the network connection, malfunctioning of the device, Camera and Microphone.
4. I strongly agree that there will not be any other Reexam for this subject after the second chance under any circumstances.

Student Signature with Date

Office Purpose

Mentor Remarks : _____

HoD Remarks and Recommendation : _____

Mentor Signature with Date

HoD Signature with Date

Committee Report

Status of Reexam : Recommended / Not Recommended

**Name and Signature of
Member 1**

**Name and Signature of
Member 2**

**Name and Signature of
Convenor**