POKHARA UNIVERSITY

Office of the Controller of Examinations

Pokhara Metropolitan City-30, Kaski

Applicant's Name   : …………….…………   Year   : ……………………….
Sem/Tri/Yearly   : ……………….................   Faculty   : ……………………….
PU Reg. No.   : …………….………..   Program   : ……………………….
Exam Roll No.   : …………….………..   College   : ……………………….

I would like to request for ==*Re-totaling/Rechecking*== my answer book(s) as mentioned below.

S.N.	Course Code	Course Title	Previous Grade/Marks	Rechecking (✓)	Re-totaling (✓)
1					
2					
3					
4					
5					
6					

Date: ……………………..   Applicant's Signature: ………………….

Recommendations

I agree that the particulars given by Mr./Ms. …………………………………………….
are correct. I hereby recommend for re-totaling/rechecking of the answer book(s) mentioned
above.

………………………..   ………………………..   ……….……………..
Seal of the Institution   Date   Signature of Institution Head

Required Documents:

Please attach the following document along with this application.

1. Photocopy of result sheet.
2. Bank Voucher**.**

* Bank voucher means the voucher required from the Kamana Sewa Bikas Bank, Saving A/C 1200300027317000001 or Nepal Investment Bank Ltd., Saving A/C 01105020011938 after depositing ==*Rs 500/- per course for re-totaling, Rs. 3000/- per course for rechecking*==, in the name of ==PU EXAM CONT==ROL OFFICE.