



**VELALAR COLLEGE OF ENGINEERING AND TECHNOLOGY**  
**(Autonomous)**  
**(Accredited by NAAC with 'A' Grade & NBA)**  
**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

**EX-20**  
**Ver.2**  
**09-07-18**

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**APPLICATION FOR REQUESTING PHOTOCOPY OF THEORY EXAM ANSWER SCRIPTS**

**INSTRUCTIONS**

Date: .....

1. Fee for obtaining Photocopy is Rs.300/- per answer script.
2. Application for Photocopy must be submitted to COE through HOD.
3. Photocopy can be applied for **theory courses only**.
4. Applications will be accepted up to the due date only.
5. *The Class Advisor should ensure, that the course codes and the course titles filled in the respective columns by the candidate are verified and found to be correct before forwarding the application.*

1	Name	
2	Register Number	
3	Programme	
4	Month & Year of Examination	
5	No. of Scripts applied	
6	Fees paid to the college	_____ x Rs.300/- = ₹

Photocopies required for the following scripts:

Sem	Course Code	Course Title	Grade	Result

Candidate

Class Advisor

HOD