

## DISCLOSURE OF ANSWER SCRIPTS

### GUIDELINES

NIELIT has adopted a policy in respect to disclosure of Answer Scripts in respect to 'O'/A'/B' & 'C' Level examinations and formulated guidelines with the approval of Competent Authority. To this effect, handling operations involved in disclosure of Answer Scripts have been devised in accordance with respect to the Supreme Court decision.

Candidates are requested to approach the NIELIT Head Quarter to disclose their Answer Script pertaining to 'O'/A'/B' & 'C' Level examinations, and apply as per instructions illustrated. Candidates are expected to read the instruction carefully before sending the request for disclosure of their Answer Script. There is no re-evaluation provision to evaluate once evaluated and answer by the evaluator.

### INSTRUCTIONS TO CANDIDATE:

#### How to apply

1. Application should be submitted to "The Controller of Examinations, NIELIT Bhawan, Plot No.3, PSP Pocket, Institutional Area, Sector 8, Dwarka, New Delhi - 110077" within 1 month from the date of declaration of 'O'/A'/B' & 'C' Level results.
2. Candidate is required to produce a Registration Card/Admit Card at the time of inspection of Answer Script.
3. Prescribed fee: Rs.500/- per each subject is charged towards inspection of Answer Script of an individual
4. Fee should be paid through NEFT/Online Banking into the Bank of Account of NIELIT HQ, New Delhi.
  - Bank name: Bank of India
  - Account Holder : NIELIT
  - A/c No. : 604820100000012
  - A/c Type : Current Account
  - IFSC Code : BKID0006048
  - MICR Code : 110013052
5. Application received beyond the prescribed period will be summarily rejected/return back to applicant and no communication will be entertained.
6. Applications received by any person other than the candidate will be outrightly rejected by NIELIT and no further communication will be entertained in this regard.
7. Applications without required enclosures will not be considered under any circumstances.
8. The application should be applied with the following information:  
Name of the Candidate, Roll Number, Registration Number, Level, Paper Name, Paper Code, Payment Details (UTR Number/Transaction ID with Bank Details), Correspondence Address (Address1, Address2, City, State, Pin, Mobile No.)  
Signature of the candidate. (Signature should be matched with the admit card)
9. Application should be addressed to: The Controller of Examinations, National Institute of Electronics and Information Technology (NIELIT), NIELIT Bhawan, Plot No.3, PSP Pocket, Institutional Area, Sector 8, Dwarka, New Delhi- 110077.

### Inspection Process

- 1) Inspection of Answer Script of 'O'/A'/B' & 'C' Level will be allowed personally to inspect his/her Answer Script at NIELIT Head Quarter premises only and no TA/DA will be borne by the NIELIT.
- 2) NIELIT will inform the applicant a suitable date and time for personal inspection at NIELIT Head Quarter, New Delhi.
- 3) Candidate has to carry his/her identity Card for her identification at the time of visiting NIELIT for inspection.
- 4) The inspection will be arranged under supervision of an official from NIELIT.
- 5) One hour per each subject is the maximum time allowed to inspect the respective Answer Script.
- 6) Third party will not be allowed to inspect the evaluated answer script.
- 7) There is no provision for re-evaluation.

Rules for Retotalling/Disclosure of Answer Scripts

NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)

APPLICATION FORM FOR DISCLOSURE OF ANSWER SCRIPTS  
(Candidate should carefully go through the rules printed on the back side of this form)

- 1. Name of the Candidate : \_\_\_\_\_
- 2. Registration No. : \_\_\_\_\_
- 3. Exam Date & Roll No. : \_\_\_\_\_
- 4. Name of Examination : \_\_\_\_\_
- 5. Subject Code and Name for which Retotalling/Disclosure is applied

S.No.	Subject Code	Subject Name	Medium (Eng/Hindi)	Grade (Obtained)

- 6. Applicant's Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- 7. Particulars of Fees : (Disclosure Fee Rs.500/- per subject)

Date	Amount	UTR No./Transaction ID With Bank Details	Sender's Name

- 8. I agree to abide by the rules and regulations of NIELIT.

Place :  
Date :

Signature of Applicant

- 1. Disclosure of Answer Script/s can be applied within 30 (Thirty) days from the publication of result. Application received after the specified period shall not be entertained.
- 2. The candidate is required to submit photocopy of Admit Card and Receipt of the fees paid (online) to the NIELIT Headquarters.
- 3. Fee for Disclosure of Answer Script is Rs.500/- per subject, should be paid online to NIELIT as per bank details given below :
  - Bank name: Bank of India
  - Account Holder : NIELIT
  - A/c No. : 604820100000012
  - A/c Type : Current Account
  - IFSC Code : BKID0006048
  - MICR Code : 110013052
- 4. Incomplete and without fee details applications will be rejected and no further communication will be entertained in this regard.
- 5. Applications should be addressed to the following address :
 

**CONTROLLER OF EXAMINATIONS  
NIELIT BHAWAN  
PLOT 3, PSP POCKET, INSTITUTIONAL AREA,  
DWARKA SECTOR 8,  
NEW DELHI - 110077**
- 6. Applications should be sent by Speed Post/Courier or may be submitted at NIELIT Enquiry counter between 9:00 AM to 04:00 PM on all working days.
- 7. Applicants should mention their contact number and email address in address column of the form.
- 8. Applicant has to attend "Disclosure Session" at NIELIT Headquarters, New Delhi to inspect his/her evaluated Answer Script/s.
- 9. No, third person will be allowed to see the Answer Script of the applicant