

**REQUEST FOR CHANGING THE ORIGINAL MARKS SUBMITTED TO THE  
EXAMINATION BRANCH**

Faculty:

Department:

Name of the Examiner proposing changes:

Designation of the Examiner

Code no. & Title of the paper/Course Unit/Subject:

Index No of the Candidate	Marks given originally			
	Assignment	Mid-semester	Final Exam	Total
Proposed changes				
Justification/reason for change				
Observation of the 2nd Examiner (If any)				
Recommendation of the Head of the Department/Unit				
Recommendation of the Dean of the Faculty				
Approval of the Vice-Chancellor				