



Examination Cell

Ref No AB/Exam/2025/ 309

Dated. 17/09/2025

OFFICE ORDER

Subject: Fee for Re-totalling of Marks and time limit to apply for retotalling within seven working days

Based on e-file No. M/466/2025-Dean_Exams dated 20 August 2025 duly approved by the Competent Authority on dated 27 August 2025, the protocol/policy regarding fee for re-totalling of marks and the time limit for submission of applications is as under :

1. Fee for Re-totalling of Marks:

A fee of Rs. 500/- per theory subject shall be charged from all applicants seeking re-totalling of marks. The fee shall be refunded only in cases where the result changes after re-totalling; in all other cases, the fee shall be non-refundable.

2. Timeline for Application:

Students shall be allowed to apply for re-totalling of marks within seven working days from the date of declaration of the result. Applications received after the stipulated timeframe shall not be entertained.

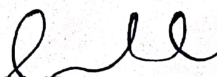
3. Constitution of Committee:

A committee has been constituted to oversee the process of re-totalling of marks, ensuring that it is conducted in a fair and transparent manner.

4. Implementation:

This order shall come into effect immediately and shall be applicable to all students applying for re-totalling of marks henceforth.




Prof. (Dr.) Gitanjali
Dean (Examination)

Copy to:

1. PA to Executive Director, AIIMS Bathinda
2. Dean (Academics), AIIMS Bathinda
3. Deputy Director (Admin), AIIMS Bathinda
4. Associate Dean (Examinations), AIIMS Bathinda
5. HoDs of all concerned Departments
6. Senior Account Officer, AIIMS Bathinda
7. Registrar, AIIMS Bathinda
8. Assistant Controller of Examinations, AIIMS Bathinda