



The Maldives National University
Malé, Maldives.

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާއި ދިވެހިރާއްޖޭގެ ސަރުކާރުގެ ދަށުން

Examination Script Viewing Form

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

EV-01

Your Personal Details

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

Full Name and Address	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Student Number	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Present Contact Address	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Contact Phone Numbers	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް

Course Details

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

Course Name	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Faculty/Centre	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Currently Enrolled Term	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Currently Enrolled Year	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް

Examination Script Details

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

Code	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Subject Name	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް
Lecturer	<input type="text"/>	މަތީ ނަންބަރު ފޯމުގެ ތެރޭގައި ފުރިހަމަކުރުމަށް

Declaration

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

I declare that all the information given in this form is accurate and true to the best of my knowledge.

Date:

Signature:

* A proof identity needs to be produced at viewing session.
* Students must not mark on the examination scripts in anyway.

Student's Concern (to be filled at the viewing session)

އިދުލިބިފައިވާ ޕްރޮސެކިއުޓަރ ޖެނެރަލްގެ ޔަފްޔާލުގެ ދަށުން

This part should be filled only if, during the viewing of an examination script, a student is concerned that there has been an error in calculating the mark or a question is left unmarked.

ACTION COMPLETED – OFFICE USE ONLY

Received by:	Date:	Date student notified:	Viewed date:
Request approved by:	Invigilator's Signature:		

Note: This form must be attached to the examination script and retained

Viewing of Examination Scripts

(Excerpted from Examination Rules)

- 13.1 Students may request to view the final examination script for a subject in the presence of a member of the departmental staff after the final publication date of grades are released and before weeks 8 elapse from the date of the publication of the grades.
- 13.2 Examination scripts may be exempt from the provision of 13.1 when the examination is one which involves repeated use of the same material in successive examinations, the disclosure of which would prejudice the effectiveness of future examinations.
- 13.3 Requests for viewing of an examination script shall be made by completing the Examination Script Viewing Form which is available through the University website.
- 13.4 If, during the viewing of an examination script, a student is concerned that there has been an error in calculating the mark, he/she should outline the nature of any concerns with the marking in the space provided on the Examination Script Viewing Form. The grade allocated for the subjects will be reviewed only in very extenuating circumstances.
- 13.5 Student's examination scripts will be held by the relevant Faculty/Centre for a minimum period of 12 weeks from the date of the publication of the grades. The Faculty/Centre may destroy examination scripts for that examination period after that time.