



DELHI PUBLIC SCHOOL R. N. EXTENSION

(Under the aegis of the Delhi Public School Society, New Delhi)

DPSRNE/Cir/25-26/02/47

Date: 20 May 2025

CIRCULAR FOR PARENTS

SCANNED COPY OF ANSWER BOOK(S), VERIFICATION OF MARKS/RE-EVALUATION (Through: School ERP/Website)

Dear Parents (Classes: X and XII Session 2024-25),

Greetings from Delhi Public School R. N. Extension!

On behalf of School Management, Teachers and Staff Members of Delhi Public School R. N. Extension, I am delighted to extend my **heartfelt congratulations to all students of Classes: X and XII Session 2024-25** on your remarkable and exceptional performance in CBSE Board Examinations Session 2024-25.

I am immensely proud to announce that our Class-XII student, **Shlokaa Upadhyaya (Humanities Stream)** has scored remarkable **499 marks out of 500 marks** and has achieved the distinction of becoming a **CBSE-NATIONAL TOPPER WITH 99.8%**.

CBSE has taken large number of possible steps in assessment and in the preparation of result, however, there is a possibility that even after taking so many steps/measures, some mistakes remain unattended or if students are still not satisfied with their performance of Board Results of Classes: X and XII, the Board provides the following opportunity to students wishes to challenge the result/marks awarded:

- **OBTAIN SCANNED COPY OF THEIR EVALUATED ANSWER BOOK(S)**
- **VERIFY THEIR MARKS OR RE-EVALUATION OR BOTH**

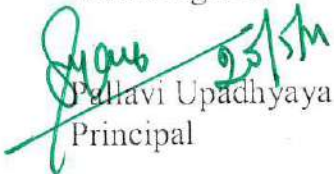
The above activities are time bound and can only be availed **ONLINE**. No requests will be accepted by the Board after the deadline. **ANY CANDIDATE WILL BE ELIGIBLE TO APPLY FOR VERIFY THEIR MARKS OR RE-EVALUATION OR BOTH AS DESIRED BY THE CANDIDATE ON OBTAINING THE SCANNED COPY OF THEIR EVALUATED ANSWER BOOK(S).**

In this regard, **CBSE-Circular/Notification dated: 19 May 2025** comprising **DETAILED GUIDELINES AND SCHEDULE** for the same is enclosed for your ready reference and further action at their end. To avoid any inconvenience later, students/parents are requested to read the CBSE guidelines carefully, before applying for the above.

PLEASE NOTE: THE RESULT OF RE-EVALUATION WILL BE FINAL AND NO APPEAL OR REVIEW AGAINST THE RE-EVALUATION WOULD BE ENTERTAINED BY CBSE.

Also, CBSE is providing **Post-Result Annual Psychosocial Counseling** facility to support students and parents in managing post-result stress and anxieties. You can avail the counseling facility from anywhere across India. Detailed CBSE-Notification is attached herewith for your ready reference.

Warm regards


Pallavi Upadhyaya
Principal

Enclosed: As above

Copy to: All Staff Members



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



CBSE/Coord/Veri/Class-X-XII/2024-25

19.05.2025

NOTICE FOR POST RESULT DECLARATION FACILITIES TO THE STUDENTS, CLASS X/XII, 2024-25

For evaluation, CBSE has detailed guidelines which are followed strictly to ensure that the evaluation is objective, correct, and there are no mistakes. In addition to these guidelines, CBSE also takes the following action: -

1. Teachers involved in evaluation are from the CBSE system.
2. Evaluation is done under the supervision of CBSE
3. These teachers are given training on how evaluation is to be done.
4. Before starting the evaluation, a detailed discussion is done on the marking scheme, and thereafter quality of evaluation of all evaluators is checked, thereafter the task of evaluation is begun.
5. Every day, in 8 hrs, only 20 answer books are checked by each evaluator.
6. During evaluation, there are several checks and cross-checks to ensure correct evaluation.
7. After answer books are checked, verification is done by a separate team of teachers.
8. There are many more steps to ensure that the evaluation is error-free.

There is a possibility that even after taking so many steps and measures, some mistakes remain unattended. In such a scenario, CBSE is giving an opportunity to the students to look at their answer books and inform the mistake to the Board so that the same can be rectified (if need be).

The steps followed by CBSE till examination-2024 were as follows: -

- (i) Verification of Marks
- (ii) Obtaining (Scanned) Photocopy of the Evaluated Answer Book
- (iii) Re-evaluation of Answer(s)

This year, CBSE has strengthened this system further. Now, students will be provided scanned answer book(s) of the desired subject, and they may check their answer book(s) and inform CBSE if they find any mistakes that are identifiable.

The steps in 2025 will be as follows: -

1. In the first stage, students can request for the scanned answer book of the desired subjects.
2. In the second stage, the students can apply for the following: -
 - (a). Verification of marks
 - (b). Re-evaluation
 - (c) Both verification of marks and re-evaluation



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"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



This change is aimed at giving students more transparency and control over their examination results, allowing them to better understand their performance and challenge errors in the evaluation process.

Thus, if students are not satisfied with their evaluation/result, they are provided the facility for obtaining the scanned copy of their evaluated answer books, verification of marks and re-evaluation of their answers.

Students using these facilities are requested to read the guidelines carefully before applying for any step to avoid any inconvenience later.

Given below are the Modalities and Schedule for the Secondary School Examination (Class X) 2024-25: -

- 1. Request for the scanned answer book of the desired subjects.**
- 2. Thereafter, students can apply for the following after verifying their answer books: -**
 - (a). Verification of marks**
 - (b). Re-evaluation**
 - (c) Both verification and re-evaluation**

GENERAL GUIDELINES

- 1.** The complete process for making a request and payment of the processing fee is "Online".
- 2.** Requests for all the processes will be accepted **only Online** and during the specified schedules, along with processing charges. **No application after the scheduled date and time and in offline mode will be accepted.**
- 3.** The processing charges can only be deposited online (Credit/Debit Card/Net Banking). Processing charges shall not be accepted through Postal Order/DD/Money order/Cheque/Cash etc.
- 4. Applications not submitted as per instructions given by the CBSE will be summarily rejected without any correspondence with the candidate.**
- 5.** Only a single application for each step per candidate will be accepted in the online process. The candidate must decide in advance whether he/she has to apply for one subject or multiple subjects. **Once applied, no second opportunity will be accorded. To ensure this, students will submit an online undertaking.**
- 6.** The Board will not be responsible for any consequences due to revision of mark(s) or delay in the process, for reasons beyond its control.
- 7.** A decrease of marks even by one mark shall be affected.
- 8.** In cases where there is a change in marks (both increase and decrease), such candidates shall have to surrender the Mark Statement cum Certificate which is in their possession. Thereafter, they shall be issued a new Mark Statement cum Certificate.
- 9.** Processing fee at any step is non-refundable.

(I) **APPLICATION FOR OBTAINING A PHOTOCOPY OF THE EVALUATED ANSWER BOOK**

- a) The first step now involves requesting for a photocopy of the evaluated answer book. This allows students to see how their papers were evaluated and how marks were awarded.
- b) Normal processing charges and schedule for Class-XII is given at Annexure I (A), FOR Class X, the schedule is given at Annexure I(B).
- c) Application needs to be submitted by the candidate only. In no manner should it be submitted by anyone, including "Cyber Cafe". It would be the responsibility of the candidate to ensure that the application is submitted correctly.
- d) Applicants will be provided a scanned copy of the Answer Book in their login account after blocking all information relating to the identity of the Examiner/Evaluator/ any other official associated with the examination process etc.
- e) **Efforts will be made to provide the scanned copy of the answer book on first-come, first-served basis, which implies that if a candidate has applied on the first date of application, the applicant will receive the photocopy first, and so on and so forth.**
- f) A candidate may choose to apply for a single or multiple subjects when making an application for a scanned copy of answer books. However, the application will only have to be made at one go and not in parts.
- g) **If the candidate desires to challenge the marks awarded in any particular subject, the candidate may have to apply for the next steps of verification/re-evaluation.**

ANY CANDIDATE WILL BE ELIGIBLE TO APPLY FOR VERIFICATION OF MARKS AND/OR RE EVALUATION OR BOTH AS DESIRED BY THE CANDIDATE ON GETTING THE SCANNED COPY OF THE ANSWER BOOK.

(II) **VERIFICATION OF MARKS**

- a) Only those candidates who have applied for a photocopy of the evaluated answer book(s) in the manner prescribed above will be eligible to apply for verification of Marks.
- b) **After receiving the photocopy, students can check their answer sheet for any discrepancies or errors in the evaluation. These details are annexed at Annexure-II(A). You are requested to read it carefully and understand how to take the correct action.**
- c) The outcome of the verification of marks will be communicated in the same login account of the candidate from where she/he has applied for a scanned copy of the evaluated answer book(s) in the following manner:
 - (i) The outcome of the verification of marks will be uploaded on the login account of the candidate on the CBSE website. No individual communication will be sent in this regard.
 - (ii) In case of a change in marks, the first communication that the marks have been changed (increase/decrease in marks) will be provided/hosted.
 - (iii) Thereafter, once the result is recalculated, the actual increase or actual decrease of marks will also be informed.

- (iv) The applicants are advised to visit the CBSE website for the status of the verification request.

ONLY THOSE CANDIDATES WHO WILL APPLY FOR SCANNED COPY OF ANSWER BOOK(S) WILL BE ELIGIBLE TO APPLY FOR VERIFICATION OF MARKS ONLINE.

(II) RE-EVALUATION OF EVALUATED ANSWER BOOK (S)

- (a) Only those candidates who have applied for the photocopy of answer books shall be eligible to apply for re-evaluation or challenge the marks awarded to any question(s).
- (b) Request for re-evaluation/challenges shall be accepted only for the theory portion @ Rs 100/- per question.
- (c) **The applicant will have to refer to the marking scheme in the subject concerned, which will be available on the website along with the question paper. Thereafter, candidates can submit an application for re-evaluation in the required question(s) with reasoning. Details are annexed at Annexure-II(B). You are requested to read it carefully and understand how to take the correct action.**
- (d) The Status of the re-evaluation shall be uploaded on the website, followed by a formal communication from the Regional Office, CBSE.
- (e) A decrease of even by one mark shall be affected.
- (f) The result of the re-evaluation will be final, and no appeal or review against the re-evaluation will be entertained.

In the case of all the above three activities, the decision of the Board on the marks awarded shall be final and binding on the candidates.

A photocopy of the Answer Book (s) under the RTI Act 2005 will be provided as per the provisions of the RTI Act 2005. However, a request for verification and/or re-evaluation cannot be made under the RTI Act and shall not be entertained.



**(DR. SANYAM BHARDWAJ)
CONTROLLER OF EXAMINATIONS**

Copy to Web-admin with the request to upload on the CBSE Website

ANNEXURE -I(A)

SCHEDULE FOR OBTAINING A PHOTOCOPY OF EVALUATED ANSWER BOOKS, VERIFICATION OF MARKS AND RE-EVALUATION FOR SENIOR SECONDARY EXAMINATION (2024- 2025)			
S. No.	Activity	Duration	Fee
1	OBTAINING A SCANNED COPY OF EVALUATED ANSWER BOOKS		
	Applying online	21.05.2025(Wednesday) To. 27.05.2025(Tuesday) Up to midnight 11:59:59	Rs.700/- per subject for scanned copy
2	1. VERIFICATION OF MARKS 2. RE-EVALUATION 3. BOTH FOR VERIFICATION AND RE-EVALUATION		
	Applying online	28.05.2025(Wednesday) To. 03.06.2025(Tuesday) Up to midnight 11:59:59	1. Rs.500/- per answer book for verification 2. Rs.100/- per question for re-evaluation

Note:- Online processes can be done on holidays too.

ANNEXURE -I(B)

SCHEDULE FOR OBTAINING A PHOTOCOPY OF EVALUATED ANSWER BOOKS, VERIFICATION OF MARKS AND RE-EVALUATION FOR SECONDARY EXAMINATION (2024- 2025)			
S. No.	Activity	Duration	Fee
1	OBTAINING A SCANNED COPY OF EVALUATED ANSWER BOOKS		
	Applying online	27.05.2025(Tuesday) To. 02.06.2025(Monday) Up to midnight 11:59:59	Rs.500/- per subject for scanned copy
2	1. VERIFICATION OF MARKS 2. RE-EVALUATION 3. BOTH FOR VERIFICATION AND RE-EVALUATION		
	Applying online	03.06.2025(Tuesday) To. 07.06.2025(Saturday) Up to midnight 11:59:59	1. Rs.500/- per answer book for verification 2. Rs.100/- per question for re-evaluation

Note:- Online processes can be done on holidays too.

For verification point of view, the following are suggestive steps:-

1. Check that the supplementary answer books used by you in the examination are also provided with a scanned copy of the main answer book.

Yes ☐

No ☐

2. Check all your questions are checked

Yes ☐

No ☐

If no, please note down which question is not checked for informing CBSE.

3. Check that the total of all answers mentioned in the left margins in the answer book is the correct total of marks awarded on various steps as mentioned in the marking Scheme

i. If ☐ yes, fine

ii. If No ☐ Please note down for information to CBSE

4. Check that the marks of each answer given in the left margin in the answer books have been correctly posted in the table on the cover page.

i. If ☐ yes, fine

ii. If No ☐ Please note down for information to CBSE

5. Check that the total of each row is correct in the table on the right-hand side cage

i. If ☐ yes, fine

ii. If No ☐ Please note down for information to CBSE

6. Check the total of the R.H.S. column

i. If ☐ yes, fine

ii. If no, ☐ please note down for information to CBSE

7. Check that the total of the column matches the marks awarded to you and as shown in the result/Digi Locker

i. If ☐ yes, fine

ii. If No ☐ Please note down for information to CBSE

Please Note:

- 1) If there is no mistake, you can decide not to apply or provide information to the CBSE.

2) If any mistake is noted, please communicate to the CBSE in the following manner:

(i) For (1)

Please inform that how this is not your supplementary answer book(s)

(ii). For (2)

Please inform which question numbers have not been evaluated. e.g. if Qn no 3,5 & 7 were not evaluated, that should be informed.

(iii). For (3)

Please inform about discrepancies in evaluation as per marking scheme. E.g. if in question number 5, marks awarded for different steps are 1, 1 & 1. The total should be 3, but only 02 marks are given in the left margin.

(iv). For (4)

Please inform about any discrepancies in entry of marks obtained. E.g. if in question number 7, marks awarded are 4, but on the cover page, in the table against Question Number 7, only 3 marks are mentioned, or no marks are mentioned. Please check and correct it.

(v). For (5)

Please inform about totaling errors. E.g. if in row 2 of the table, the total mentioned is 36, though it should be 40. Please check and correct.

(vi).For (6)

Please inform that the sum of the right-hand side of the column should be 42, but it is 40. Please check and correct.

(vii).For (7)

Please inform that my total marks in the answer book are 42, but on the web, marks shown are 40. Please check and correct.

Note: Whatsoever information is provided by you, the same will be checked by experts and if it is found that your information is correct the same will be corrected, otherwise not. ALSO, THE DECISION OF CBSE WILL BE FINAL AND BINDING.

For re-evaluation point of view, the following are suggestive steps:-

Please Note

- a. Question Papers are available on the CBSE website.
- b. Marking Scheme of each set of Question papers is also available on the CBSE website.

What you have to do to check that your evaluation is correct:-

1. Take the printout of the marking scheme of the set of question paper supplied to you in the examination. Keep the question paper and marking scheme with you.
2. Please evaluate your answer book based on the marking scheme. If you observe a mistake, please clearly mention that in question no. 5. marks have not been awarded despite the answer matching the marking scheme, or no marks are awarded even if the answer is similar to the marking scheme.
3. In case you wish to say more, please mention it clearly. Also, if you wish to upload some documents, you may do so.
4. Students need to submit information in such a manner that it can be easily understood and identified so that your request can be addressed appropriately.



Dated: 13 May 2025

PRESS RELEASE

CBSE Post-Result Annual Psychosocial Counseling Commences for Class X/XII Examinees

In continuation to the first phase of CBSE Exams psychosocial counseling for Class X and Class XII students, CBSE now begins second phase of free counseling services (post-result) for students and their parents for 15 days i.e. up to 28 May 2025. This initiative aims to further support students and parents in managing post –result stress and anxieties.

The second phase includes a team of 65 qualified professionals-51 based in India and 14 from abroad, including principals, trained counselors, special educators from CBSE-affiliated government and private schools, and psychologists from India and abroad, delivering remote, tele-counseling assistance on voluntary basis.

Students and parents can avail the counseling helpline by dialling toll free number **1800-11-8004** from anywhere across India. In addition to tele-counseling, this toll-free number offers centralized support, valuable information, and practical tips for coping with result-related stress through IVRS mode.

For additional resources and guidance, stakeholders are encouraged to visit the dedicated 'Counselling' link https://www.cbse.gov.in/cbsenew/Counselling_pr.html on the CBSE website and its YouTube Channel <https://www.youtube.com/@cbsehq1905>

Secretary, CBSE