KOLHAPUR INSTITUTE
OF TECHNOLOGY'S
**COLLEGE OF
ENGINEERING**
(AUTONOMOUS),
KOLHAPUR

Date: 25-Feb-2025

KIT's College of Engineering (Empowered Autonomous), Kolhapur
EXAMINATION CELL
NOTICE
PAPER SEEING, REVALUATION & GRIEVANCES

It is hereby informed that the online PAPER SEEING & Revaluation facility of **F.Y. B.Tech. to Final Year B.Tech & F.Y. M.Tech students** for the recently completed ESE-DEC-2024/ESE-DEC-2025 (ODD Semester) of the Academic year 2024-25 are now made available,

From: **25-Feb-2025 To 01-March-2025. Late applications will not be allowed.**

Steps to PAY Revaluation Fee

IMP Note:

- **Generate Separate payment receipt of Rs. 200/- for each Course**
- **First pay revaluation fee and only then proceed to submit revaluation form**

1. Login in VM EDU Portal- (Through any Web Browser only)
   https://portal.vmedulife.com/public/auth/#/login/kit-kolhapur

2. Click on ☰
3. Select 'Fees' option.
4. Select Academic year 2024-2025.
5. Select 'Optional Fees' tab.
6. Select Academic year 2024-2025.
7. Click on Revaluation Fees 200/- **[Note -Generate Separate receipt for each Course]**
8. Select Group and Department: Select any one option from drop down
9. Type "ESE-DEC-2024/JAN-2025" in Note
10. Select Payment Gateway- "RazorPay"
11. Click on "Pay"
12. Enter your Mobile Number and Email and Click "Continue"
13. Select payment Options and complete the payment.
14. After successfully Completion of Payment **note Receipt no. for further use**

Steps to Apply Revaluation

1. Login in VM EDU Portal- (Through any Web Browser only)
   https://portal.vmedulife.com/public/auth/#/login/kit-kolhapur
2. Click on ☰
3. Select 'Exam Form' option.
4. Click **"Answer Sheet Review & Appeals"**
5. Click "Show More"
6. Identify the course you want to apply for revaluation [Make sure the status of identified course is "Reviewed"]

   Ex.

UCSPC0301	Discrete Mathematical Structures	3	Reviewed	View

7. Click on "View" to open answer sheet
8. Click on "Register Grievances/Recheck" Button on bottom side.
9. Select request type as "Re-Check" from drop down list.
10. Enter Your Receipt number and click on "Verify"
11. Enter course code in comment box.
12. Click on Send.

Steps to view Answer Script and Submit Grievances

1. Login in VM EDU Portal- (Through any Web Browser only)
   https://portal.vmedulife.com/public/auth/#/login/kit-kolhapur
2. Click on ☰
3. Select Exam Form option.
4. Click **"Answer Sheet Review & Appeals"**
5. Click "Show More"
6. Identify the course you want to apply for Grievance [Make sure the status of identified course is "Reviewed"]

   Ex.

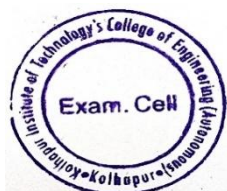 | UCSPC0301 | Discrete Mathematical Structures | 3 | Reviewed | View |
   |---|---|---|---|---|

7. Click on "Register Grievances/Recheck" Button on bottom side.
8. Select request type as "Grievance" from drop down list.
9. Type detailed description of grievance in "Comment" section.
10. Click "Send" button to submit grievance.

NOTE:

1. Only "Question Not assessed" and "Counting issue" will be considered for grievances only.
2. You can submit grievance per course only one time.

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Examinations & Evaluation   **Examinations & Evaluation**