

# **INSTRUCTION MANUAL FOR ONLINE APPLY FOR RECHECKING / RE-EVALUATION**

After getting requests from the candidates concerned, Institute should crosscheck the eligibility of the students and after confirmation, they can apply for Re-checking or reevaluation, as per the request of the candidates. Institutes are advised to collect the requests of all students those who are desirous of applying for Re-checking / Re-evaluation and compile them and can apply in one instance. No separate requests / online application will be accepted.

All the Principal Tutors of the Institutes are advised to go through the guidelines of Re-checking / Re-evaluation first before applying / encouraging their students to apply for this. As per the guidelines, A candidate can apply for max 50% of the theory subjects of a year for re-checking and a Candidate can apply for max 25% of the theory subjects for re-evaluation of a year. No rechecking / reevaluation can be done for Internal / Practical / School Examination papers. Re-evaluation shall not be permitted where a student has obtained less than 20% marks in a particular paper and the institutes should be aware about this conditions before applying.

If, at any case, any institutions applies violating the guidelines and eligibility norms, the decision of the Secretary, ONMEB is final and binding in this case. Means, if a candidate applies for rechecking in 3 papers where the total number of Theory papers in that year is 4, then selection of any 2 papers (as per guidelines of 50%) is the sole discretion of the Secretary, ONMEB. Like this, the case will be for re-evaluation also.

Institutes are requested to advise their students to appear for supplementary examination (preferably if they have failed in any subject and applying for the Re-checking or Re-evaluation) for the betterment of their students, failing which, if no changes will be done, they have to suffer for another 1 more year to clear that paper, for which ONMEB will not held responsible.

**Fee for rechecking is Rs. 100/- per subject and for Re-evaluation it is Rs. 1000/- per paper.**

In general , the application for Re-checking and Re-evaluation will be in the same manner like Form Fill up. As already all the Institutions have done online form fill up for the Examination session Annual-2019, the similar process will be repeated for Supplementary / Rechecking / Reevaluation also.

After login to ONMEB server by putting Institute Code, User ID and Password, the Institutes will be shown their Home Panel page where left side they can get different link options and from that they can click the link **STUDENT FORM FILL UP**

Then they can select the **year of admission** , followed by **Year of Examination( 2019)** and in the next step in the option Select **Type of Examination** they have to select **Re-Checking** or **Re-evaluation**.

**(\*\*Do not select Annual / Supplementary though the option is written as Type of Examination)**

ONMEB-Odisha Nurses and Midwives Examination Board  
Examination Automation System

Welcome to ACHARYA HARIHARA ANM TRAINING SCHOOL, DHENKANAL

Last login IP: 157.41.80.149  
Last login Date Time: 24-May-2020 08:43 P

Select Year of Admission: 2018  
Select Year of Examination (Will Appear): 2019  
Select Type of Examination (Will Appear): Rechecking

FORM FILLUP OF

Student ID	Roll No	Student Name	Select All papers	CHN (FM-25)	Re-evaluation (FM-25)	III (FM-25)	Paper-IV CHN (FM-25)	CH
11812200780	03A3893	ALBINA KISHAN	<input type="checkbox"/>					
11812200781	03A3894	ANITA SAHOO	<input type="checkbox"/>					
11812200782	03A3895	ANKITA MAHANTA	<input type="checkbox"/>					
11812200783	03A3896	ARPITA KANDAY	<input type="checkbox"/>					
11812200784	03A3897	DIBYANJALI KERKETTA	<input type="checkbox"/>					
11812200785	03A3898	GOMAYANTI PRADHAN	<input type="checkbox"/>					
11812200786	03A3899	JAYANTI MAHAKUD	<input type="checkbox"/>					
11812200787	03A3900	JHARANA SETHY	<input type="checkbox"/>					
11812200788	03A3901	KALPANA NAYAK	<input type="checkbox"/>					
11812200789	03A3902	KUMUDINI KISHAN	<input type="checkbox"/>					
11812200790	03A3903	LAXMIPRIYA KHATUA	<input type="checkbox"/>					

Then Select 1<sup>st</sup> Year or 2<sup>nd</sup> Year or 3<sup>rd</sup> Year as the case and select the Papers against the Roll Numbers. Do not Select All papers, Do not select Practical Papers, Do not select more than 50% papers for Re-Checking or more than 25% papers for Re-evaluation against a particular roll no. If any case it will be selected, it will be accepted by the system, but the decision of the ONMEB will be final in choosing any 2 or required number of papers without any specific consideration. So, the Institutes should be well aware about this. In some cases, in the heading the Full Marks shown may be showing wrong, for which the Institutes should not be bothered, as it is just a write up of samples and not related to the form fill up for Re-checking or Re-evaluation. No complaints should be made regarding this Full Marks if mentioned incorrect as this has no resemblance with the form fill up.

After selecting the papers, the Institutes should submit the form and to take the print outs and calculate the payments manually per no of papers as a sum applied for that year and compile for the course and can give the payment through online SB-Collect modes as already given payment during the form fill ups. If any Institutes has already forgotten the procedure, they can download all previous manuals/Instructions available in top of the Notifications and refer to the instructions.

Like this, same process can be followed for application for Re-evaluation.

*After successful application of Re-checking and re-evaluation and successful payments, the Institutes can send the Printouts along with the copy of the Challan to the **Office of the Secretary, Odisha Nurses and Midwives Examination Board, c/o- Office of the DMET (Odisha), Heads of the Department Building, Bhubaneswar-751001.***

**\*\*Submission of application and Challan copy physically in the Office of the ONMEB is discouraged**

During the form fill up, any Technical Problem can be addressed in  
**Whatsapp-09776640400 or email- onmebhelpline@gmail.com**