



2.5.1 Mechanism of internal/external assessment is transparent and the grievance redressal system is time-bound and efficient

Response:

The internal assessment is the mirror of the success of teaching, this helps in upgrading the graph of the students academic success. The institution ensures that all the students are aware of the evaluation process, PO's and CO's through the college prospectus which is updated annually. The orientation program held at the beginning of every academic year, inform students about PO's, CO's, the evaluation process, pattern of allocation of Internal Marks.

Parameters for Internal Assessment:

Each course of Non CBCS & CBCS is with the weightage of 80 Marks for theory and 20 internal marks. College has put a parameter for finalizing the internal 20 marks. The parameters involved are (a) Internal Assessment test 20 Marks (b) Home Assignment-10. Based on the performance of the students, internal marks are uploaded on university portal.

For NEP students each subject is with the weightage of 60 Marks for theory and 40 internal marks. College has put a parameter for finalizing the internal tests to allocate the 20 marks for internal tests, parameters involved are (a) Internal Assessment test 10 Marks (b) Home Assignment-10 And (c) Seminar-10 marks. Based on the performance of the students, internal marks are uploaded on university portal.

Mechanism of CIE:

Every department regularly announce during the class about the compulsion of attending classes and must maintain minimum of 75% of attendance as per the guidelines. Every faculty members submits the Daily Dairy and students' attendance register for further evaluating the shortage of absentees. Absentees are asked to provide the genuine reasons for being absent for the theory and practical classes. Similarly, students who have participated in extension activities, NSS special campus, etc after finding the validity of absenteeism in internal tests, theory and practical classes, most of the faculty members do engage extra classes, provide additional study materials so as to enabling them to cope up the course curriculum.



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The college is very much dedicated to shape the career prospects of every students studying in the campus.

The college has an active Examination Committee. The Committee conducts Internal Tests as per the Calendar of Events. Dates for the Internal tests/submission of assignment are notified on the college notice board and announced by faculty in the respective classes at least a week in advance. After evaluation of answer sheets/assignments are shared with students and pattern is discussed. The internal assessment results are displayed on the notice board at the end of the semester. If any students feels unsatisfactory about the allocation of internal marks, even after attempting every questions and written accurate answers, factual errors in totaling the marks, in such cases, students are at the liberty to get it corrected by respective teachers, when and answer sheets are distributed in the class rooms. If such observations are communicated by students, teachers have to correct it and justify the effort of the students.

Based on the outcome of the internal tests, most of the core subject teachers do engage remedial classes for slow learners and guide them academically. This has resulted the overall cumulative record of students reflected the progression in the pass percentage in university examination.

Examination Committee addresses grievances related to internal assessment marks. The committee is set up at the college level to sort out the issues related to attendance and internal assessment and all other queries. The committee promptly deals with mistakes/errors related to attendance, internal assessments of the students.

Assessment method is used to monitor and measure learning after teaching. Assessments of students learning is done using assignments, projects and remedial classes. Practical examinations are conducted in science subjects. The overall performance of students are evaluated through internal examinations, submission of assignment examinations, submission of assignment, active participation in co curricular and extracurricular activities, performance in semester end result.

Soon after the announcement of semester end result, students are made known about the time limit for applying evaluation, challenge evaluation, etc. Students who found injustice in allocation of marks, they are guided and counseled by concerned subject teacher for applying revaluation and challenge evaluation. Students need to apply to the University Correction in Marks and revaluation. The process is governed by The Faculty and administrative office staff



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of the college guide regarding revaluation and photo copies of answer sheets. The process is also explained on the RCU website (URL provided). For errors like mark sheets indicating that the student was absent, the college promptly sends the duly certified attendance sheet to assist in allocating marks in examination branch and correcting discrepancies.

During the assessment period, some of the advanced students who complained about the erratic evaluation and low marks are guided to apply for revaluation. The result of those students impacted in getting more marks after revaluation compared to central evaluation.


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