

2.5.2 Policy for Grievances related to Internal Examination

The Internal Examination for UG & PG Courses under the supervision of Head of the concern department as per the time schedule and instruction given by the exam committee.

The time table of internal exam is communicated to the students well in advance. The time table for the internal exam is also displayed on notice board and internal exam conducted as per the schedule.

The additional /separate internal examination is also arranged for students unable to appeared internal examination as per schedule. Students not satisfied with the evaluation of the papers the concern subject teacher make necessary correction if required. If at all the student is not satisfied on the correction, he may approach to head of the department, and HOD arranges the evaluation of the paper from the other faculty member in the department. If at all student not satisfied he may approach to the grievance redressal cell of the college and the issue regarding evaluations are taken care of by the committee of the cell.