

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

Additional Information:

- A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances.
- The assessed internal test papers are shown to the students for self-assessment.
- In case of any grievances regarding internal assessment, the student is free to interact with the teacher and get it resolved. The unresolved grievance, if any, is referred to the Principal through Head of the Department.
- The college has established grievances cell comprising of the principal as chairman, the senior faculty members and department head. Any student having query / doubt related to the internal assessment of any subject, he has to submit an application to the grievance cell.
- The principal forms enquiry committee consisting of above members and the concern subject teacher.
- The student say will be discuses in presence of above committee in front of student. After discussion same will be communicated to student and concern staff.
- The entire examination proceedings are overseen by the College Examination Cell which also takes up the responsibility of redressing the grievances if any.

Office staff is appointed by the Principal to interact with the University regarding the grievances of the students if needed.