



Mechanism of Internal-External Assessment & Grievances Redressal

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The institute follows APCCE standard operating procedures (SOPs) of Continuous Internal Assessment (CIA), which are focused on outcome-based education, for continuous internal evaluation. In each semester for each course, two mid semester exams will be conducted. First mid semester is conducted for 20 marks and second mid semester exam for 15 marks. Allotted weightage for additional requirements is Assignments - 5 marks, classroom activities - 5 marks and clean & green activities - 5 marks totaling 50 marks which is scaled down to 25 marks.

Practical examinations are mandatory for science subjects, computer science and applications courses which weigh 50 marks. S.V. university allots an external examiner to each practical course who conducts semester end practical exams with the help of internal examiner duly following practical schedule and evaluation guidelines. The scaled down mid semester exam marks and practical exam marks will be communicated to the University.

University conducts semester end examination for 75 marks through physical paper-based examination at designated test centers. The semester end examination scripts are evaluated by subject experts available under the University jurisdiction duly following the course specific marks allotment guidelines issued at the time of evaluation. Final results are released through online platform such as Manabadi, Vidyavision, etc.

Our college is implementing NEP 2020 guidelines. Hence, to develop communication, interpersonal and other critical thinking skills required in the future job, students are mandated to complete Community service project (CSP) at the end second semester, short term internship (SIP) at the end of fourth semester and a long term internship in sixth semester duly following the SOP on Internships



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issued by the CCE. Mentor - mentee system is followed to monitor the progress of students. Students, teacher mentors, industry mentors are mapped into CCE developed IMAP mobile app to closely monitor the progress of internships. 100 marks are allotted for SIP and 200 marks for long term internship. CSP and SIP project reports are evaluated internally for 100 marks (project log, implementation, report & presentation) by the college evaluation committee constituted by the principal and internship coordinator. Long term internships are evaluated following SOP of CCE: internal assessment includes project log, implementation, report & presentation 50 marks; external assessment includes performance assessment by the Evaluation committee, converting the grades awarded by the industry, enterprise, etc. for 100 marks, External Viva-voce for 50 marks. Both the internal as well as external evaluation are transparent duly following the SOPs and guidelines issued by the CCE and University.

If any student faces any problem regarding internal as well as external assessment such as missing of internal marks / practical marks in final results, awarded marks are not matching with the performance of the student, etc. the student can submit his grievance in the Grievances and redressal cell. The Grievances and redressal cell under the chairmanship of the Principal communicates the same to examination cell for basic scrutiny of the issue. If it is resolved at the college level, the issue is closed. If not, the grievance is forwarded to the S.V. University for necessary action and pursue the issue time to time. The internal grievance is usually resolved within 7 working day, while the University level grievances are resolved within 15 days.