



“ज्ञान.विज्ञान आणि सुसंस्कार यांसाठी शिक्षण प्रसार”

-शिक्षणमहर्षी डॉ. बापूजी साळुंखे

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur's

Ramkrishna Paramhansa Mahavidyalaya, Osmanabad

(Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad)

|| NAAC Reaccredited 'B+' Grade || || DBT-STAR College by Govt. of India ||

|| UGC STATUS: College with Potential for Excellence ||



Internal Examination Policy

- College will form **Internal Examination Committee (IEC)** at the beginning of every academic year consisting one chairman and four members.
- Internal Examination Committee will prepare Academic Calendar of **Continuous Internal Evaluation (CIE)** for that year and communicated with all the departments of college.
- All departments will then prepare Departmental Calendar of CIE following Academic Calendar of IEC.
- Department will conduct all the activities as per Departmental Calendar throughout the year.
- For maintaining transparency in the process, all the activities of CIE will be conducted under the observation and guidelines of IEC.
- **Zero Tolerance Policy** will be adopted for any type of malpractices in the examination and proper punishment will be given to the respective person/student.
- Department will take prior permission of IEC for organizing internal examination.
- Mode of examination Online/Offline, Descriptive/Objective and Total marks of the examination will be decided by the respective departments.
- Question papers will be prepared by respective teacher and department.
- For transparent mechanism of examinations the copy of question papers will be submitted on email of the examination department.
- Examination department will print the question paper and distribute it to the concern department confidentially.
- Invigilator will be appointed as per guidelines of IEC.
- Members of IEC will act as Flying Squad for all internal examinations.
- Notice related to examination including date, time and venue will be communicated to students before examination.
- Results of the examination will be declared on departmental notice board within SEVEN (07) days after examination.
- Notice related to submission of Grievance and Redressal form with in TWO (02) days after the declaration of result will be communicated to students.
- Grievances related to internal examination will be redressed by **Internal Examination Grievances Redressal Committee** of respective department with in SEVEN (07) days after the submission of Grievance and Redressal form.
- Working of Internal Examination Grievances Redressal Committee will be under the observations of IEC.
- Departments will submit all documents of examination including attendance, question paper, results etc. to the Examination Department.
- Policies and guidelines given by the University will be strictly followed for conducting **Internal / External University Examination.**

Board of Examination & Evaluation
Ramkrishna Paramhansa
Mahavidyalaya, Osmanabad(54)

COORDINATOR-IQAC
Ramkrishna Paramhansa
Mahavidyalaya, Osmanabad

Principal
Ramkrishna Paramhansa
Mahavidyalaya, Osmanabad