## Mechanism to deal with examination related grievances



## Internal sessional exam

If question out of syllabus or if any error in Evaluation of answer sheet by subject incharge as per guidelines by Principal and CEO



Explanation of answer sheet by subject teacher and query from student sorted by teacher



If student is not satisfied, the examination Committee examines the case in detail and makes suitable changes



For the supplementary exam, students are allowed to improve their internal marks by appearing for improvement sessional exam.

## Mechanism to deal with examination related grievances



## University End-Sem Exam

If question out of syllabus or if any error in question, student inform to subject teacher then to CEO through the Principal and then to the University



Answer sheets are evaluated at CAP center, Cap center process data of marks and send to the University



Result is
declared by the
University online
and detailed
ledgers along
with Marksheet
are sent to the
respective
institutes



If any grievance, students apply for re-evaluation by online application through the principal.