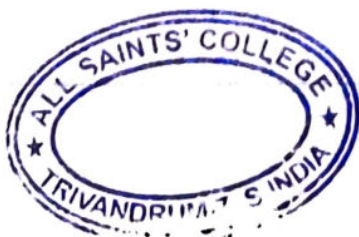




2.5.2

Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient

All Saints' College | Thiruvananthapuram | 695007



Reshmi
Principal
All Saints' College
Thiruvananthapuram-7

The college has a robust and transparent mechanism in conducting the internal and external examination. The Examination Committee is responsible for conducting the University exams for undergraduate and postgraduate courses. This Committee works in unison with the Academic Forum.

The Exam Committee headed by the Superintendent of Exams addresses to the grievances about the exam and is in continuous liaison with the University of Kerala. The ways and means to address the problems related to the marks and rectification is imparted to the students during the Orientation programmes. The **common grievances** related to the **external exam** are questions that are out of syllabus, students not getting the expected marks, and absence in exams due to certain reasons. In the first case the Superintendent of Exams help the students to give representation to the Controller of Examination for bringing the matter to the attention of the university, and the class teachers assist the students to apply for re-valuation and scrutiny of answer books and advice them to apply for Improvement Exam if necessary.

Continuous Internal Evaluation (CIE) incorporates test papers, seminars and assignments as part of formative evaluation of students. Marks of examination and assignment are objectively analyzed and recorded in registers. PTA meetings are convened department wise and parents can assess their wards' performance.

A Grievance Redressal Mechanism is available for students as per the University regulations. A three-level grievance redressal mechanism is functional for the benefit of the students. A student can approach the upper level if grievance is not addressed at the lower level.

CCTV cameras are fitted in the exam halls and ensure that the students do not engage in unfair means and that there is fair testing of every student, with no one getting an unfair edge over the others. The exam superintendent also briefs the teachers to give adequate time the students to settle down and attend the exam by reporting at the exam halls at least 15 minutes prior to the commencement of the exam.

In the internal exams conducted in Google Classroom, during the beginning of the pandemic and subsequently, the answers are uploaded after a prescribed time and once uploaded the answers are visible to all students in the class and teachers and so is the marks allotted. This gives transparency to the system and ensures drastic reduction of complains in the conduct and evaluation of Internal exams.



Reshmi
Principal
All Saints' College
Thiruvananthapuram-7

Exam Nodal Center



TC 79/1832(1), Vazhattu Karikkakom P O, Karikkakam,
Thiruvananthapuram, Kerala 695021, India

Latitude
8.496786°

Local 11:36:28 AM
GMT 06:06:28 AM

Longitude
76.9093956°

Altitude -86.2 meters
Thursday, 10-02-2022



Reshmi
Principal
All Saints' College
Thiruvananthapuram-7

CCTV Cameras are installed in all the exam halls



Reshmi
Principal
All Saints' College
Thiruvananthapuram-7