



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

The college has Examination committee for grievances with reference to internal evaluation.. The student can apply to the cell for any anomaly in his evaluation of paper. The cell conducts a meet and calls students and hears his/her say and gives the appropriate decision which is binding on all.

The redressal of grievances regarding evaluation in both internal assessment and university examination is through the following process:

- The answer scripts of internal examinations are given to the students after evaluation for their review and if corrections needed it will be permitted.
- If a student is not satisfied with the marks awarded in any course/ laboratory after the initial review, he/she may represent the same to the Principal through the HOD concerned.

All such representations are taken positively and reassessment will be made by another teacher if necessary.

The internal marks are displayed on exam section notice board. If any discrepancy is noticed the concerned teacher will rectify and the necessary corrections will be made.

**Redressal of grievances at University level:** - The queries related to results, corrections in mark sheets, other certificates issued by university are handled at JNTU examination section after forwarding such quires through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

**PRINCIPAL**

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