

# **Madhupur College, Madhupur**

**A Constituent Unit of S. K. M. University, Dumka**

**NAAC Grade 'B'**

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

The institution gives importance to the students; therefore they have every right to make representation about their Grievances in the evaluation process both at college level and University level. The examination Department of the College plays great role to be transparent regarding the conduct of Internal Assessment Examinations. It is well informed before the Internal Examination and in case of any Grievances students can approach the Head of the Department / Principal seeking for redressal. The Head of the Department/ Principal find a suitable solution which will be communicated to the Students.

Institute longs for the improvement of the student therefore each faculty adopts effective mechanism to deal with internal examination related grievances is transparent, time- bound and efficient. After the evaluation of the Internal related examinations papers or projects, in case the students are not satisfied they are instructed to meet the Head of the Department and shown their mistakes to improve. In addition to that in case of any malpractices found during the examination, student is given an opportunity to present his/her case before the committee and the decision of the committee is final and binding and is conveyed to the student within the time schedule.



A handwritten signature in blue ink, appearing to be "Dr. Ratnakar Bhati".

(Dr. Ratnakar Bhati)  
Prof.-In-Charge  
Madhupur College, Madhupur