

**ML&GE Society's**  
**MANIKCHAND PAHADE LAW COLLEGE,**  
**AURANGABAD**

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**POLICY OF COLLEGE FOR INTERNAL EXAMINATION**

**INTRODUCTION**

Since 2010 pre- annual examinations are conducted in each semester of academic year. Examination process is very transparent, time bound and efficient. Duration of the examination is three hours comprising 100 marks for old syllabus batch and 80 marks for CBCS pattern. Apart from this to assess the students understanding of the subject, there is continuous assessment of each subject comprising written test, on line exams, assignments, projects, seminar presentations *etc.* which is taken care by the concerned faculty. Preferably the test is conducted during respective lectures *i.e.* on Monday.

**OBJECTIVES**

- The objectives of internal examination are to make the students familiar and confident with the examination processes.
- To help the students to fill the answer sheet and do the bar coding so that there is no scope for any mistake in University Examination.
- Helps the student to develop writing skills and techniques to score good marks.
- To boost up their confidence level and decrease stress which they may face during final examination.
- To make them identify their lacunae in different subjects and improve their performance.

**METHODOLOGY FOR CONDUCTING PRE ANNUAL EXAMINATION**

Pre annual examination is mandatory for all students failing which it is proposed to impose fine of Rs 50/- for each subject, if student

remain absent for exam. Students are intimated about the schedule of examination, it is proposed to upload the schedule of this exams on college website from this academic year. The concerned faculty of each subject frame the question papers, perform the invigilation duties and evaluate the answer sheets. The date of declaration of result is intimated to the students.

### **TRANSPERANCY MAINTAINED IN ENTIRE EXAMINATION PROCESS**

In entire examination process transparency is maintained. After evaluation of answer sheets the marklist of each subject is proposed to be displayed on the notice board. Students are given opportunities to see the assessed papers. The students having any grievances can approach the **Grievance Redressal Committee**. Moreover, any grievances or queries of students are taken care by this committee.

According to the rules of Dr. Babasaheb Ambedkar Marathwada University, it is proposed that **Grievance Redressal Committee** shall consist of Principal as Chairman and concerned course teacher for respective grievance.

After the approval it is proposed to upload this policy on college website.