

EVALUATION PROCESS & GRIEVANCE REDRESSAL SYSTEM

A. EVALUATION MECHANISM

RKMV being a constituent college of HPU is bound by the university rules regarding Internal Assessment. The evaluation mechanism is comprised of two components

- 1) Continuous Comprehensive Assessment of 30 %
- 2) Final Examination of 70 %.

The breakup of Internal Assessment as per the norms of HPU is as follows:

- 10 % is based on the students' performance in the Mid-term Examination conducted by the House Examination Committee of the college and 5 % is based on the Students' performance in the class tests.
- 10 % for Assignments, Projects, Presentations and Seminars
- 5% for Attendance. Attendance % slab as per the norms of HPU is followed

Students are briefed with Internal Assessment and Evaluation Mechanism at the very outset to enhance transparency and to make them well aware of the mechanism adopted for evaluation. After evaluation the answer scripts of house examinations are shown to the students. The final internal assessment is uploaded by the teachers on the university website in accordance with the guidelines of Himachal Pradesh University. Thus, the whole process is objective and devoid of any bias on the part of the teacher and the institution.

B. Grievance Redressal System

RKMV follows a transparent mechanism to deal with internal examination related grievances. The Internal Examination is conducted by the college and the final examination is conducted by HPU. Internal examination includes Minor Test, Class test, Assignments, Seminars, etc.

- Examination committee is constituted to conduct the internal examination in an organized and transparent manner. Issues related to the conduct of internal examinations are addressed by the examination committee and the grievances related to internal examination are redressed to the concerned teacher.
- The queries related to internal assessment are received by the teachers and resolved immediately. In case of any grievances regarding assessment, student is free to contact the concerned teacher and get it resolved. The unresolved grievances, if any are referred to the Principal for further action.