

# **EXAMINATIONS (PG)**

### **Examination Application**

Notification for applying for Regular/Repeat Assessment is uploaded on college website one month prior to Commencement of Semester End Examinations (SEE)

### **Payment of Fees**

Students are required to pay the prescribed fees along with the examination registration form as per the details provided through the notification for registration of examination. The process is to be coordinated by the PGProgramme Coordinator.

## **Assessment / Evaluation**

- The assessment of all Courses including Dissertation and Industrial Project shall comprise of Continuous Assessment (CA) and Semester End Examination (SEE).
- A Course shall have a 'single passing-head' based on the combined performance at the CA and SEE.
- The weightage for the CA and SEE in all Core and Elective courses, both in theory and practical courses is 40 % and 60 % respectively.
- Provision for grace marks is not applicable to Credit Based Master's Programmes.

#### **Verification of Marks**

- Assessed material of CA & SEE is shown to students before submission of marks to the exam cell by the respective course teacher.
- Marks are also uploaded in CLAAP/Google classroom by respective Course teacher for student's verification.

#### **Declaration of Results**

- Results of the Semester Examinations are uploaded on College website.
- Rollnumber of the registered student is printed on the result document only if the student has successfully completed the requisite credits in the respective semester.

#### **Collection of statement of Marks**

- Students are issued Statement of marks for the registered semesters.
- Collection of marks statement schedule is uploaded on the college website.
- Students are required to produce the college ID card for issue of statement of marks.

#### **Repeat Examinations**

- Students who do not secure a minimum of 'P' Grade in a Core/Elective Course have the option of answering SEE in the following Semester(s), or to repeat the Course by registering for the Course whenever it is offered in the regular Programme.
- However for an elective course the student can register for an alternative Elective Course to secure requisite number of Credits.
- There are no supplementary examinations for SEE. However, repeat
  examinations shall be conducted as per the allotted time frame for SEE in the
  academic calendar. In such cases, the CA score shall be carried forward.
  However, if the candidate is re-registering for a course, neither the CA nor the
  attendance of the previous attempt shall be carried forward.