



N.V.K.S.D. COLLEGE OF EDUCATION

(AUTONOMOUS)

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Affiliated to Tamil Nadu Teachers Education
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Examination Grievances Redressal Mechanism

Examination Grievances Redressal

Any grievance regarding examination procedures can be referred to the examination grievance committee, which will look in to the matter and decide upon.

Members of the Examination Grievances Redressal Cell

The Principal

The Controller of Examinations

The Member Secretary

Two Tier Examination Grievance Redressal Procedure for redressing internal marks related grievances is described as follows

The mechanism for grievance redressal related to examination is made effective through grievance redressal at two levels.

In level 1 grievance redressal is by the concerned course teacher in the affairs of internal marks. The teacher concerned of the course looks into the matter of the grievances, analyses and suggests a solution. If it is not settled as this phase, it is transferred to the next phase.

In level 2 the grievance redressal is by a committee including the principal, Controller of Examinations and the member secretary

If the grievances are not related to the marks, but allied with the scheduling of the examination, the timings and the like , the students can submit their grievances directly to the CoE through Whatsapp, Grievance Box ,filling the grievance redressal recording form available in the cell or through email.

The following provisions are also facilitated to ensure transparency and fair Examination

- The internal marks is communicated to the students before the end semester examination. If any student has a grievance regarding internal assessment he/she has to approach the concerned course teacher. If this grievance is not resolved, he/she has to approach the higher level committee.
- There is provision for redressing grievances related to external examination. If there is any grievance regarding the result of end semester examination there is provision for obtaining photo copies of answer scripts, retotalling of marks and revaluation by remitting the fee prescribed by the college. For this they have to submit an application along with prescribed fee, within 10 days of the publication of the semester result.

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