



গড়গাঁও মহাবিদ্যালয়

GARGAON COLLEGE

NAAC accredited with 'B' Grade

**REPORT ON
INTERNAL ASSESSMENT AND GRIEVANCE
REDRESSAL MECHANISM
OF
GARGAON COLLEGE**





Mechanism of Internal Assessment

Gargaon College, affiliated with Dibrugarh University, adheres to the University's regulations concerning syllabi, examinations, and evaluation processes. The college places a significant emphasis on internal assessment, aligning with the university's guidelines. This approach involves a continuous evaluation system, ensuring a comprehensive understanding of students' progress.

Internal Assessment Components

The internal assessment at Gargaon College comprises 20 marks out of 100 for each paper, with the remaining 80 marks allocated to the final examination. This assessment methodology is designed to gauge students' performance consistently throughout the academic year. Various evaluation methods are employed, including regular tests, objective tests, projects, student paper presentations, seminars, and MOQ tests.

Evaluation Methods

Departments at Gargaon College employ diverse evaluation techniques. Some conduct sessional tests, while others use periodic assessments to monitor students' advancements. Furthermore, students are often required to write papers on assigned topics, fostering interest in the subject matter and developing critical thinking and writing skills.

Feedback and Improvement

Upon the announcement of examination results, students have the opportunity to review their scripts and receive constructive feedback. This aids in identifying areas requiring attention and improvement. Peer evaluation is also implemented to acknowledge and encourage collaborative efforts and enhance the intricacies of script assessment.



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Mechanism of Internal Assessment

Integration of ICT Platform

In line with technological advancements, Gargaon College has incorporated digital platforms such as Google Classroom, Zoom, Cisco WebEx, and Google Meet. These platforms are not only used for conducting classes but also for assessments and result declarations. Group discussions, seminars using PowerPoint, field reports, and poster presentations are seamlessly integrated into the digital landscape.

Record-Keeping

All academic departments diligently maintain records of internal marks through standardized registers. Additionally, the internal semester monitoring committee ensures the electronic recording of marks for future reference, contributing to efficient record-keeping practices.

Gargaon College's commitment to a robust internal assessment system, aligned with Dibrugarh University's guidelines, ensures a holistic evaluation of students' academic progress. The integration of traditional and digital assessment methods, coupled with effective feedback mechanisms, underscores the college's dedication to fostering a conducive learning environment and promoting student development.



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Mechanism of Grievance Redressal

Each Department of Gargaon College has established a robust mechanism to address internal examination-related grievances, emphasizing transparency, timeliness, and efficiency. The department is committed to providing students with a fair platform to voice concerns regarding exam results.

Timely Internal Examinations

The college adheres to the academic calendar, conducting internal examinations punctually. After completion, internal marks are promptly displayed on the department's notice board. This ensures timely access to assessment outcomes for students.

Transparent Internal Examination Process

The internal examination process maintains a high level of transparency. All marks are displayed on Notice Board and answer scripts are accessible to students for grievance purposes. This transparency instills confidence in the assessment system, allowing students to understand and question their results.

Continuous Evaluation Methods

Continuous evaluation of students is a key aspect facilitated by faculty through various methods, including seminars, group discussions, assignments, and unit tests. Sessional marks are allocated based on predefined strategies, and these are openly displayed on the notice board for scrutiny.



Mechanism of Grievance Redressal

Grievance Resolution Process

In case of grievances, students have a defined window of seven days to access their answer scripts after the results are posted on the notice board. The grievances, when raised, are resolved within a single day after submitting applications in the prescribed format to the department.

Interaction with Faculty and HOD

Students are encouraged to discuss any queries with faculty and the Head of Department (HOD). This open communication channel ensures that students have a clear understanding of their assessments and provides an avenue to address concerns promptly.

Efficient Resolution of Grievances

The redressal mechanism is designed for efficiency. Grievances are resolved swiftly, maintaining a one-day turnaround after the submission of applications in the prescribed format.

Overall the College has implemented a commendable grievance redressal mechanism. The emphasis on transparency, adherence to timelines, and efficient handling of student concerns reflects the department's commitment to ensuring a fair and supportive academic environment. This approach is poised to significantly benefit students and contribute to an enhanced learning experience within the College.

Format of Grievance Redressal Form



APPLICATION FORM Grievances Redressal Form for Sessional Examination

To
The Head
Department of

Gargaon College

1. Name (in CAPITAL letters)
2. Class
3. (A) Mobile no..... (B) Mail ID.....
4. Examination Details (A)..... Examination 20.....
(B) Semester.....
(C) Subject/Speciality.....
(D) Paper..... Paper Code
- (E) Roll no :
- (F) Date of declaration of results:
5. Whether paper is applied for review (Yes/No):

Yours faithfully

.....
(Signature of the applicant)

For Office Use Only

1. Date of receiving the form:
2. Details of redressal of grievances:

Date:

Signature of Examiner

Signature of In-charge of Internal Semester

Signature of HOD



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Department-wise Report on Internal Assessment and Grievance Redressal Mechanism of Gargaon College

Assamese: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Assamese%20-5%20%282%29.pdf>

Botany: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Botany%20-5%20%281%29.pdf>

Chemistry: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Chemistry%20-5%20%281%29.pdf>

Commerce: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Commerce%20-5%20%281%29.pdf>

Economics: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Economics%20-5%20%281%29.pdf>

Education: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Education%20-5%20%281%29.pdf>

English: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/English%20-5%20%281%29.pdf>

Geography: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Geography%20-5.pdf>

Geology: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Geology%20-5%20%282%29.pdf>



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE
NAAC accredited with 'B' Grade

Department-wise Report on Internal Assessment and Grievance Redressal Mechanism of Gargaon College

History: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/History%20-%20-%281%29.pdf>

Mathematics: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Maths%20-%20-%281%29.pdf>

Physics: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Physics%20-%20-%281%29.pdf>

Political Science: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Political%20Science%20-%20-%283%29.pdf>

Sociology: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Sociology%20-%20-%282%29.pdf>

Statistics: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Statistics%20-%20-%281%29.pdf>

Zoology: <https://gargaoncollege.ac.in/pdf/iqac/aqar-data/2022-23/Zoology%20-%20-%282%29.pdf>