



EVALUATION POLICY

The formative evaluation in the institution is done as per the university rules. A two tier system of evaluation is followed namely, the internal assessment and the external university examinations.

1. Internal assessments

The internal examination cell monitors the conduct of the internal Examinations, evaluation and publication of results. One centralized internal examination is conducted every year for all the programs.

Coordinator: Mrs. Preetha K A (Vice Principal)

2. External Examinations

The external examination is conducted at the end of each semester by the university. The external examination cell monitors the conduct of university examinations.

Chief Superintendent: Mrs. Preetha K A (Vice Principal)

Additional Chief Superintendent: Shaji M

(Asst. Professor, PG Department of Commerce & Management)

3. Grievance Redressal Mechanism

A three tier Grievance Redressal mechanism is followed in the institution. Every department has Grievance Redressal cell for internal examinations. Institutional Grievance Redressal cell address the grievances which are not solved in the concerned department. In case the grievances are still not solved, the matter will be forwarded to the University Grievance cell.

Coordinator: Mrs. Preetha K A (Vice Principal)

