



Janata Shikshan Sanstha's

# Kisan Veer Mahavidyalaya, Wai

Tal. Wai, Dist. Satara, Maharashtra Pin-412 803.

Affiliated to Shivaji University, Kolhapur

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Janata Shikshan Sanstha, Wai

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President

Janata Shikshan Sanstha, Wai

Ref. No. :

Date :

## Policy to Deal with Grievances related to Evaluation

- Internal Evaluation to be carried out at the departmental level.
- The Head of the Department should guide the teachers about the process of Internal Evaluation during the departmental meetings.
- He should randomly check answer sheets which are evaluated by faculty to ensure that there should not remain any lacuna remains in assessment.
- If there is any grievance related to internal evaluation, the student should submit his/her application to the Head of Department of the concerned subject within 4 days from the date of the declaration of result.
- The Head of the Department should resolve the grievance within 5days by taking necessary steps and should communicate to the respective student.
- If the student is not satisfied with the resolution, he can approach the Examination Committee within 4days from the date of communication.
- The Examination Committee should discuss it with the concerned faculty, the members of the Committee and the HOD.
- Then the Committee should redress the grievance within a week.

  
Principal