



GOVERNMENT COLLEGE MOKERI

Mokeri (P.O), Kakkattil(via)Kozhikode, Kerala, Pin-673507
(NAAC Accredited with 'B+' Grade)

Mechanism for Internal/External Evaluation and [Grievance Redressal](#)

The institution possesses an effective internal evaluation system that upholds transparency in both its operation and the resolution of complaints. Grievances are resolved expeditiously and with the highest regard for impartiality. The organisation diligently adheres to the protocols set forth by the affiliating university when carrying out internal evaluations and final exams of the semester.

The authority administering the External Examination is the affiliating university (University of Calicut). The institution is tasked with carrying out the directives issued by the university. The task of Continuous Internal Assessment is delegated to the departments. The internal evaluation of each course is conducted in accordance with the guidelines specified in the university's syllabus. The matter is examined by both the tutor and the HoD. The departments are responsible for conducting continuous evaluation; exam-related activities, including question paper preparation, exam supervision, answer sheet evaluation, and result posting. In accordance, all information pertaining to internal and external evaluation is conveyed to the students.

For the purpose of ensuring the seamless administration of end-of-semester examinations, a college-level examination committee is formed, with a senior faculty member serving as chief superintendent and other teaching faculty and non-teaching staff serving as committee members. The final examination of the semester is administered by the university, and students report to a university-designated centre (the college). Internal and end-of-semester examinations are conducted in strict adherence to the regulations and guidelines set forth by the affiliating university. To ensure the efficient administration of internal assessments, a coordinator at the department level, who is usually the tutor, is designated to oversee the evaluation process.

At the department level, internal assessment exams are administered on a semester basis.

The test schedule is set and disseminated to the students in advance.

Following the assessment of internal assessment answer scripts, students are presented with the scripts in order to identify any inconsistencies.

When students encounter errors, faculty members provide clarification or correction in order to improve their future performance.

Internal evaluation tests are conducted in a completely transparent manner by adhering to the criteria specified by the affiliating university.



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The final internal assessment grades are determined by attendance, class exam scores, seminars, and assignment grades. These grades are posted on the noticeboard, put in class groups via WhatsApp, and ultimately, after grievances have been resolved, are uploaded to the college website at the end of the semester.

REDRESSAL MECHANISM FOR GRIEVANCE

Evaluation-related complaints are addressed by the institution with promptness and transparency. Students address their concerns through various channels, which encompass the principal, the department head, the class tutor, and finally the university. Students are notified of the course of action taken in response to the grievance within the designated timeframe.

The concerns pertaining to end-semester university examinations, including matters of reassessment, question relevance, and other difficulties, are resolved by the university-level exam section and the Controller of Examination.