



Vasanttrao Naik Shikshan Prasarak Mandal, Aurangabad
Vasanttrao Naik Mahavidyalaya
AIRPORT ROAD, AURANGABAD - 431 003.
NAAC Reaccredited 'B++' Grade

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President
Rajaramji Rathod

Secretary
Nitinji Rathod


Principal
Prof.(Dr.) Anand V. Chaudhary

Ref. No. / VNMA /

Date :

2.5.2 Mechanism to Deal With Internal Examination Related Grievances is Transparent, Time - Bound and Efficient

- Academic calendar is prepared by the Principal and IQAC Coordinator in accordance with the university calendar in consultation with HoD(s).
- In the beginning of the academic session the students are notified of academic calendar and same is uploaded on college website.
- The Schedule of all university examinations and internal examinations like tests, tutorials are given in academic calendar
- Teachers announce the syllabus and display question bank for test tutorials as per the academic calendar.
- Academic calendar includes administrative planning; teaching dates, examination dates extra co-curricular activities, semester-based and annual based examinations.
- Before the commencement of academic session, respective departments prepare a detailed study plan, assignments for the individual teachers and the number of classes allotted to each course
- The answers sheets, assessed papers are distributed to students in the classroom sessions
- Teachers discuss with students the marks, expected answers in the tests, corrections or suggestions are made during classroom sessions.
- Students who are not satisfied with the test marks, he/she is permitted to approach the head of department and apply for appearing the test again.
- Grievances related to external i.e. University examinations are followed by the grievances centre of University and students are notified through office of Institution, students fill the required form of University as per the schedule of University


PRINCIPAL
Vasanttrao Naik Mahavidyalaya
Aurangabad