

2.5.2 – Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The student related examination grievances such as corrections in grade card, changes in name or spelling, updating of marks after revaluation and pending results of lower semesters, etc. are promptly handled and addressed on time and forwarded to the university with regular follow-up. Unfair Means Committee is constituted to resolve complaints from the student or from the examination administration regarding malpractice during the examination. The objectives are to ensure fairness during both Internal and External Examinations.

The responsibilities of Unfair Means Committee include:

To report to the Joint Chief Conductor of any malpractice.

To complete all the necessary formalities for lodging a complaint

To promote and maintain discipline in the college

The college provides the option for revaluation of answer sheets as per guidelines from University of Mumbai.

Unfair Means Procedure - 1.In case of any malpractice, the institution has established policies to deal with the same in line with University of Mumbai. 2.Unfair Means forms are to be submitted in the Exam Cell as evidence of any malpractice.3. Unfair Means Committee sets a hearing panel for reported the malpractice .4.Hearing gives the student an opportunity to present his/her defense and the committee will decide upon the quantum of punishment.