

Policy No. ABESEC/005

ABES ENGINEERING COLLEGE

NH-9 (FORMARELY NH-24), NEAR CROSSING REPUBLIK, GHAZIABAD

POLICY ON REVALUATION LEADING TO CHANGE IN MARKS

Policy No.	Issued for Implementation	Description
ABESEC_005	27.03.2021	POLICY ON REVALUATION LEADING TO CHANGE IN MARKS

ABESEC

1. PRELIMINARY

1.1 Short Title, Applicability and Commencement

- (a) This Policy may be called, *"ABESEC (Affiliated Institute) Policy on Revaluation Leading to Change in Marks"*
- (b) The Policy shall apply to all the undergraduate and postgraduate programs offered by ABES Engineering College, Ghaziabad (ABESEC).
- (c) The Policy shall come into force from the date of approval by the Board of Management of ABESEC.

2.0. INTRODUCTION

2.1. The college is an affiliated institution of a state technical University, Dr APJ Abdul Kalam Technical University, Lucknow. As per the University Ordinance, there are two type of examinations to be conducted by the college i.e. External Examination & Internal Examination. The External examination is to be conducted by the University and college is just assigned as an examination center of other colleges as allotted by the University to conduct their examination. For Internal Examination, the college conducts two internal examination as per the direction of the University and evaluation process to be done by the college itself. The policy to handle the complaint/grievances about evaluation is entirely different for both the systems. The Evaluation process for the external Examination is to be conducted by the University and Faculty Members of the Institution are assigned the duties as Evaluator and the process is controlled by the University. For the Evaluation of Internal Examination concerned department is responsible.

3.0. OBJECTIVE OF THIS POLICY

3.1. The objective of this policy is to entertain any issues related to Evaluation (External / Internal) and resolve it timely in sake of the future of student. After the Evaluation if student is not satisfied with the declared result of External Exam then he/she may apply at University Portal for Scrutiny /Challenge revaluation. In case of Internal department will take care of Revaluation

4.0 Process:

Re-Evaluation for External Examination: The following process is as per the University latest notification/direction and followed accordingly:

1. If a student is not satisfied with the marks obtained in a particular subject, he/she may opt for challenge evaluation or Scrutiny Evaluation in the particular subject through the University ERP Portal.
2. The students can apply within 30 days for seeing their Evaluated Answer Copies online after depositing Rs. 300/- Per Subject through student ERP Login.
3. Thereafter, evaluated answer sheet will be visible in the student's login.
4. If he/she is unsatisfied with evaluated answer sheet, student can apply for challenge evaluation after filling challenge evaluation form through student login after depositing the fee Rs. 2500/- Per subject within 45 days of result declaration.
5. In case there is only a discrepancy in the totaling of Marks in the evaluated answer copies, student can apply for Scrutiny through student's login after paying requisite fee of Rs 1000/- subject
6. The University will take the action and declare the result within one month after re- evaluating the answer copies.
7. The approximate percentage of application for Challenge & Scrutiny against the total appeared students are 1 % to 2% in totality in each semester.

Re-Evaluation for Internal Examination: For revaluation of Internal Examinations, the department is responsible to handle the issues. The concerned HOD will decide at their own level to reevaluate the answer copy by same subject teacher or assign the other subject teacher to reevaluate the answer copies in case of any grievances related to marks awarded in internal Examination.

5. Record-keeping of student details applied for Revaluation / Scrutiny:

- In case of External Examination, Registrar shall keep record & for Internal, it shall be maintained by department.

6. REMOVING OF DIFFICULTY

University / ABESEC reserves the right to amend the policy / Process as many times as it feels essential.


(Registrar)

Approved by

(Vice Chairman - BOG)