

### **Guidelines for examination related grievances**

MIDSR Dental College provides complete transparency in the internal assessment and university examination related grievances. Details of curriculum and syllabus of all the programs, examination evaluation process is displayed on the college website and notice board to maintain transparency. In orientation programme, students are informed about the examination-evaluation system, minimum attendance and passing marks requirements to the students and it is also available on university website. The institute strictly follows rules & guidelines as issued by the MUHS university/DCI during conduction of Internals and University examinations. Staff meetings are conducted regularly to review the examination evaluation process.

### **Mechanism for Redressal of grievances:**

The internal assessment examination time table schedules are conducted as per the university norms and communicated to the students well in advance. Evaluation of internal assessment marks is done by respective staff members of the department. In case of any grievances regarding theory as well as practical internal assessment, like recounting and re- evaluation, the student is free to interact with the staff members and get it resolved.

**At university level:**

In evaluation for university examination, students can express their grievances, if the student scores less mark than expected, he/she can apply for re-counting and re-evaluation of his/her answer paper after paying the prescribed fee within 7 days from the declaration of results. University provides the photocopy of answer sheets to students regarding any grievances with reference to evaluation. The results of re-counting will be announced as per the university norms tentatively within 2 months. It makes the evaluation process more transparent and robust. All the mechanism to deal with examination related grievances is transparent, time bounded and efficient.