



# ST. THOMAS COLLEGE

RUABANDHA, BHILAI – 490 006, DURG (DIST.) CHHATTISGARH  
(A Post Graduate College, Affiliated to Hemchand Yadav Vishwavidyalaya, Durg)

**NAAC Reaccredited With A Grade**



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## POLICY FOR EVALUATION PROCESS AND REFORMS

### *2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode*

The institution has an exclusive internal evaluation policy apart from the university examination. The college adopts several assessment methods to ensure consistency of the quality quotient. The internal evaluation is designed to be fair, consistent, unbiased, transparent and reliable. University guidelines and timetables are strictly adhered to concerning evaluation process. The assessment methods are adopted to produce valid, consistent and reliable results.

Following methods of internal evaluation are followed in the Institution

### **Internal Evaluation for Undergraduate Students**

#### **1. Unit Tests:**

- In each year, three unit tests are conducted for each course.
- Time tables are prepared for the unit tests in accordance with the University and College calendar and displayed in the notice board of all departments and notified online also. Mark list of the unit tests are prepared and displayed in the department.

#### **2. Assignments:**

- Assignments based on syllabus are given to students for each course

#### **3. Half Yearly Exam:**

- Half Yearly exam is conducted following a common timetable for all courses within the stipulated period. 10% of the marks obtained for each paper are calculated for internal marks and uploaded in the University portal, which will be included in the Annual Examination conducted by the University.
- The schedules are displayed on the notice board, website and WhatsApp groups.

#### 4. Model examination:

- Model examination is conducted at the end of each session before the university examination. The examination is conducted in the same pattern as university exam.
- Practical subjects are assessed through their performance in the laboratory Practical file preparation
- Assignment submission.
- 20% of the marks in annual practical exam are awarded as sessional marks based on this internal evaluation

#### **Internal Evaluation for Postgraduate Students**

##### **1. Unit Tests:**

- In each semester two unit tests are conducted for each course.
- Time tables are prepared for the unit tests and displayed on the notice board in all departments and notified online also. Mark list of the unit tests are prepared and displayed in the department

##### **2. Assignments:**

- Assignments based on syllabus are given to students for each course

##### **3. Powerpoint/Poster presentations:**

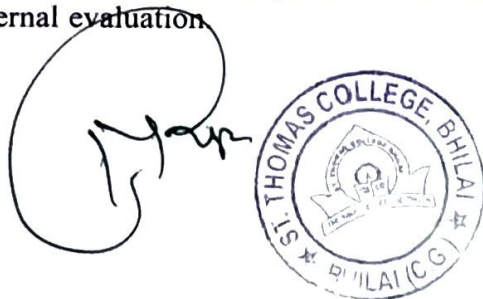
- Weekly periods are allocated for presentation in the form of PPT or poster

##### **4. Internal marks**

- The internal marks for theory papers are awarded based on Assignments submissions,
- Powerpoint presentations / Poster presentations and Unit Tests.
- 20% of the theory marks of semester exams are awarded based on internal assessments.

##### **5. Evaluation of practicals**

- Practical subjects are assessed through performance in the laboratory and practical file preparation. 20% of the marks in practical exams are awarded as sessional marks based on this internal evaluation.



## Internal Evaluation for Postgraduate Diploma Students

### 1. Unit Tests:

- Two unit tests are conducted for each course.
- Timetables are prepared for the unit tests in accordance with the University and College calendar and displayed on the notice board of all departments and notified online also. Mark list of the unit tests are prepared and displayed in the department

### 2. Half Yearly Exam:

- Half Yearly exam is conducted following a common timetable for all courses within the stipulated period. The schedules are displayed on the notice board, website and WhatsApp groups.

### 3. Assignments:

- Assignments based on syllabus are given to students for each course

### 4. Power point/Poster presentations:

- Weekly periods are allocated for presentation in the form of PPT or poster

### 5. Model examination:

- Model examination is conducted at the end of each session/semester before the university examination. The examination is conducted in the same pattern as university exam



PRINCIPAL  
ST. THOMAS COLLEGE, BHILAI  
RUABANDHA, BHILAI (C.G.)

