

Internal Examination Process at Sullamussalam Science College

The internal examination at Sullamussalam Science College is conducted in a centralized manner to ensure uniformity, transparency, and efficiency.

This systematic approach reflects the college's commitment to upholding academic integrity and providing a fair examination environment for all students.

The process follows a structured approach with the following key steps:

1- Committee Meeting Before Notification:

Before issuing the exam notification, internal exam committee meeting including principal and all departments HoDs is held to review and finalize all arrangements. This meeting involves discussions on scheduling, logistical needs, and addressing potential challenges to maintain seamless execution.

2. Publishing of Timetable

The timetable for the internal exams is prepared well in advance and shared with all stakeholders, ensuring students have ample time for preparation.

3. Advance Collection of Question Papers

Question papers for all subjects are collected in advance from the respective faculty members. This step ensures smooth coordination and avoids last-minute delays.

The evaluation of internal examinations at is managed at the department level to ensure efficiency, accuracy, and subject-specific expertise. After evaluation, students may receive their assessed scripts from faculty to understand their performance and identify areas for improvement.

4. Handling Complaints

If any complaints or concerns are raised during the examination process, they are promptly forwarded to the Grievance Cell. This cell is responsible for addressing and resolving issues in a fair and timely manner.