

2.5.1: Mechanism of internal/ external assessment is transparent and the grievance redressal system is timebound and efficient



**EMMANUEL COLLEGE
VAZHICHAL**



Grievance Redressal Mechanism



EMMANUE COLLEGE

VAZHICHAL, THIRUVANANTHAPURAM

A Latin Catholic Institution | Affiliated to the University of Kerala

Request for Redressal of Grievances in Internal Examination

Date: 18/2/2021

Name : Jisha.D.S

Course : B.Com Co-operation.

Class & Semester : 3₂

Date of Examination : 18/2/2021

Name of Examination: ☐ First Internal ☒ Second Internal ☐ Model Exam ☐ Class test

Grievance:

Request for the retest, as I was absent for the internal examination.

Action taken: Decided to conduct the retest on 22/2/21

Name & Signature of Student: Jisha.D.S *[Signature]*

Remarks & Signature of Tutor: *[Signature]* 18/2/21

Remarks & Signature of HOD: *[Signature]* 18/2/21

Remarks & Signature of Principal:

[Signature]
18/2/21



Principal
EMMANUEL COLLEGE
Vazhichal, Kudappanamadu
Thiruvananthapuram-695505



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Request for Redressal of Grievances in Internal Examination

Date: 26/9/2022

Name : Bismi.p.v

Course : Bsc Biochemistry

Class & Semester : S3 Bsc Biochemistry

Date of Examination : 20/9/2022

Name of Examination: ☒ First Internal ☐ Second Internal ☐ Model Exam ☐ Class test

Grievance: Request for retest.

Action taken: Decided to conduct retest for absentees and failures on 30/9/22.

Name & Signature of Student: Bismi.p.v 
26/9/2022

Remarks & Signature of Tutor:


26/9/2022

Remarks & Signature of HOD:


26/9/22

Remarks & Signature of Principal:


26/9/22



Dr.J.VIJAYAKUMAR
Principal
Emmanuel College, Vazhical,
Kudappanamoodu P.O, Pin.695505.



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Request for Redressal of Grievances in Internal Examination

Date: 8/4/2022

Name : Nithin. A. Prakash

Course : Bcom TTM

Class & Semester : 3rd Bcom TTM

Date of Examination : 8 - 4 - 2022

Name of Examination: ☐ First Internal ☒ Second Internal ☐ Model Exam ☐ Class test

Grievance:

Request to the retest.
Action taken : Decided to conduct retest for absentees & failures

Name & Signature of Student: Nithin. A. Prakash

Remarks & Signature of Tutor:


8/4/22

Remarks & Signature of HOD:


8/4/22

Remarks & Signature of Principal:


8/4/22



Principal
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Request for Redressal of Grievances in Internal Examination

Date:

Name : Abhinav JM

Course : Bcom Travel and Tourism

Class & Semester : 56 Bcom T Im

Date of Examination : 8/4/2024

Name of Examination: ☐ First Internal ☒ Second Internal ☐ Model Exam ☐ Class test

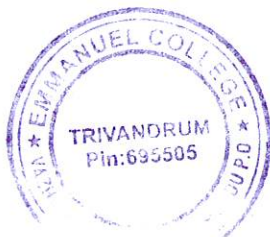
Grievance: Request for the changing ⁱⁿ of date of internal examination.

Name & Signature of Student: Abhinav JM

Remarks & Signature of Tutor: Action taken - Since the syllabus was not completed it was decided to change the date of the internal examination.

Remarks & Signature of HOD: 18/2/21

Remarks & Signature of Principal:



Principal
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Thiruvananthapuram-695505