

2.5.1 & 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and mode.

Internal Assessment:

Means any examination administered by a college examination department. Internal Examinations are conducted once in every semester and final theory examination & Practical examinations are conducted at the end of each semester by the college.

UG Courses	
Criteria	Marks
Internal Examination	20
Assignment, Attendance and Participation	5
Total	25
PG Courses (M.Com)	
Internal Examination	30
Assignment, Attendance and Participation	10
Total	40

External examination:

Means any examination administered by the rules and regulations of University of Mumbai. External theory Examinations of TY may be held within Monday to Saturday (excluding public holidays) .The detailed time table for examination will be given by Cluster head according to guidelines given by university, College will follow all the rules of university to conduct TY theory and practical examination.

Practical Assessment

Criteria	Marks
Practical Implementations	40
Journals	5
Viva	5
Total	50

Theory Assessment

Criteria	Marks
All Professional courses (B.Sc CS, B.Sc IT, BMS B.Com(A&F)	75
All Traditional courses	100
M.Com	60

Re-examination:

Means a Re-examination will be conducted due to temporary disability or sensitive medical condition.

For Internal examinations and University external examination, College examination Committee is responsible for:

- a. To prepare time table of all internal, theory and practical examinations of FY and SY classes of each programme and follows TY time table from Cluster College, publishing a time table for the students and staff.
- b. Block arrangement for internal and theory examination will be prepared and displayed.
- c. Question paper preparation, due to covid all exams are held online so, question papers are prepared by subject teachers in testmoz software.
- d. Secure management of examination paper according to the time table each day paper are scheduled and link will shared on time.
- e. Provision of adequate examination supervision (invigilation).
- f. Each student attendance has been traced by Google form attendance link by supervisor.
- g. Procedure relating to recruitment, appointment and management of examination supervisors.
- h. Implementing any examination adjustments for students as required.
- i. All FY and SY Internal, Theory and Practical examination final marks are uploaded into the college Exam Software and results are displayed within 40days on college website.
- j. All TY Internal, Theory and Practical examination final marks are uploaded on university portal within stipulated time.