



## 2.5.1 Mechanism of internal/external assessment is transparent and the Grievance Redressal system is time bound and efficient in YSM Ranchi

The college is dedicated to ensuring transparency and fairness in the internal assessment.

### Pattern of Internal /External Assessment

As an affiliated college of Ranchi University, YSM adheres to the university's regulations regarding the internal assessment, which is based on the mid-semester examination carrying 25% weightage for undergraduate (UG) core papers and 30% weightage for postgraduate courses. The remaining 75% weightage for undergraduate courses and 70% weightage for postgraduate courses is allocated to the external assessment, which is based on the End Semester Exam conducted by Ranchi University. Besides that, the NEP curriculum has been embraced by the college since the Academic year 2022-23, wherein there is a provision of internal assessment of 25 marks of which 5 marks are accorded to attendance as well. Both internal and external assessments have descriptive as well as multiple-choice questions which provide an understanding of not only the conceptual subject knowledge but also the writing skills of the students. The project is a part of the curriculum in a few courses in which besides the project report writing, the viva voce examination is conducted in the presence of both internal as well as external examiners. These project-based assignments help assess their creativity, problem-solving skills, and confidence besides their domain knowledge.

### Course Structure and Scheme of Examinations (Under CBCS)

Course Structure and Scheme of Examination of B.A./B.Sc. Hons. Under CBCS (For Non Practical Subjects)

Table No. 19: Scheme of Examination of B.A./B.Sc. Hons. Under CBCS (For Subjects with all Non-Practical Papers)

Sem	Core Course (CC-14) F.M [Mid + End+ Total] (Credit)	Ability Enhancement Compulsory Course (AECC-2)	Skill Enhancement Course (SEC-2)	Elective: Discipline Specific (DSE-4)	Elective: Generic (GE-4) Interdisciplinary
I	CC 1= 100 [M T25 +E T75] (6) CC 2= 100 [M T25 +E T75] (6)	English/ Hindi Communication =100 (2) or NH + MB Communication=50+50 (2)			GE 1= T 100 (6)
II	CC 3= 100 [M T25 +E T75] (6) CC 4= 100 [M T25 +E T75] (6)	Environmental Science = 100 (2)			GE 2= T100 (6)
III	CC 5= 100 [M T25 +E T75] (6) CC 6= 100 [M T25 +E T75] (6) CC 7= 100 [M T25 +E T75] (6)		SEC 1= 100 (2)		GE 3= T100 (6)
IV	CC 8= 100 [M T25 +E T75] (6) CC 9= 100 [M T25 +E T75] (6) CC 10=100 [M T25 +E T75] (6)		SEC 2= 100 (2)		GE 4= T100 (6)
V	CC 11= 100 [M T25 +E T75] (6) CC 12= 100 [M T25 +E T75] (6)			DSE 1= 100 [M T25 +E T75] (6) DSE 2= 100 [M T25 +E T75] (6)	
VI	CC 13= 100 [M T25 +E T75] (6) CC 14= 100 [M T25 +E T75] (6)			DSE 3= 100 [M T25 +E T75] (6) DSE 4= 100 [M T25 +E T75] (6)	

**Abbreviations:**

CC= Core Course, SEC= Skill Enhancement Course, DSE= Discipline Specific Elective, GE= Generic Elective, M= Mid Semester Examination, E= End Semester Examination, T= Theory Examination, P= Practical Examination

**Mid Sem\*** = There will be 15 Marks Theory Examination in Practical Subjects and 25 Marks Theory Examination in Non-Practical Subjects/ Papers. 25 Marks Theory Examination may include 10 Marks questions from Assignment/ Project/ Tutorial where ever applicable.

DSE 1, 2, 3 & 4 = Discipline Specific Elective of the subject opted as core subject

SEC 1 & 2 = Skill Enhancement Course of the core course opted.

GE 1, 2, 3 & 4 = Generic Elective of any one interdisciplinary subject of Arts/ Science Stream respectively.

**Total Credits in B.A./B.Sc. Hons = 140**

*Signature*  
16/01/18

*Signature*  
Principal



## Marks Distribution of Internal and External Assessments (Under CBCS)

### Marks Distribution of Theory Examinations:

Table No. 15: Marks distribution of Theory Examinations of Mid Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions with Choices) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A	Group B
Mid Sem*	T15	15	6	1 Hr	5 x1 =5	2 (out of 3) x5 =10	5	3
	T25	25	10	1 Hr	5 x1 =5	4 (out of 6) x5 =20	5	6

Table No. 16: Marks distribution of Theory Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Group-A <sup>#</sup> (Very short answer type Compulsory Questions) No. of Questions x Marks = F.M.	Group-B (Descriptive Questions with Choices) No. of Questions x Marks = F.M.	Total No. of Questions to Set	
							Group A <sup>#</sup>	Group B
End Sem	T60	60	24	3 Hrs	Q.No.1 (10x1) + 1x5 =15	3 (out of 5) x15 =45	2	5
	T75	75	30	3 Hrs	Q.No.1 (10x1) + 1x5 =15	4 (out of 6) x15 =60	2	6
	T100	100	40	3 Hrs	Q.No.1 (10x1) + 2x5 =20	4 (out of 6) x20 =80	3	6
	T50 +T50	50X2=100	20	3 Hrs	2 x5 =10	2 (out of 3) x20 =40	2	3

# Question No.1 in Group-A carries 10 very short answer type 1 Mark Questions.

### Marks Distribution of Practical Examinations:

Table No. 17: Marks distribution of Practical Examinations of End Semester

Topic	Code	Full Marks	Pass Marks	Time	Distribution of Marks			Total No. of Questions to Set
					Experiment	Record	Viva	
End Sem	P25	25	10	3 Hrs	15	5	5	
	P50	50	20	3 Hrs	30	10	10	Pr. with components of both papers
	P75	75	30	3 Hrs	45	15	15	Pr. with components of all three papers
	P100	100	40	3 Hrs	60	20	20	Pr. with components of all four papers

Abbreviations : T= Theory Examination, P= Practical Examination.

Mid Sem\* : There will be 15 Marks Theory Examination in Practical Subjects and 25 Marks Theory Examination in Non-Practical Subjects/ Papers.  
25 Marks Theory Examination may include 10 Marks questions from Assignment/ Project/ Tutorial where ever applicable.

Note : There may be subdivisions in each question asked in Theory Examinations.

*Signature*  
16/01/18

## Assessment Pattern under New Education Policy (NEP) 2022

### • Science Theory

#### *Instruction to Question Setter for*

#### Semester Internal Examination (SIE 10+5=15 marks):

*There will be two group of questions. Question No.1 will be very short answer type in Group A consisting of five questions of 1 mark each. Group B will contain descriptive type two questions of five marks each, out of which any one to answer.*

*The Semester Internal Examination shall have two components. (a) One Semester Internal Assessment Test (SLA) of 10 Marks, (b) Class Attendance Score (CAS) of 5 marks. Conversion of Attendance into score may be as follows: (Attendance Upto 45%, 1mark, 45<Attd.<55, 2 marks, 55<Attd.<65, 3 marks, 65<Attd.<75, 4 marks, 75<Attd, 5 marks)*

#### End Semester Examination (ESE 60 marks):

*There will be two group of questions. Group A is compulsory which will contain three questions. Question No.1 will be very short answer type consisting of five questions of 1 mark each. Question No.2 & 3 will be short answer type of 5 marks. Group B will contain descriptive type five questions of fifteen marks each, out of which any three are to answer.*

*Note: There may be subdivisions in each question asked in Theory Examinations.*

*Signature*  
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# Yogoda Satsanga Mahavidyalaya

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- **Science practical**

**Instruction to Question Setter for  
End Semester Examination (ESE):**

*There will be one Practical Examination of 3Hrs duration. Evaluation of Practical Examination may be as per the following guidelines:*

Experiment	= 15 marks
Practical record notebook	= 05 marks
Viva-voce	= 05 marks

- **Theory (Arts and Commerce)**

**Semester Internal Examination (SIE 20+5=25 marks):**

*There will be two group of questions. Question No.1 will be very short answer type in Group A consisting of five questions of 1 mark each. Question No.2 will be short answer type of 5 marks. Group B will contain descriptive type two questions of ten marks each, out of which any one to answer.*

*The Semester Internal Examination shall have two components. (a) One Semester Internal Assessment Test (SLA) of 10 Marks, (b) Class Attendance Score (CAS) of 5 marks. Conversion of Attendance into score may be as follows:  
(Attendance Upto 45%, 1mark; 45<Attd.<55, 2 marks; 55<Attd.<65, 3 marks; 65<Attd.<75, 4 marks; 75<Attd, 5 marks)*

**End Semester Examination (ESE 75 marks):**

*There will be two group of questions. Group A is compulsory which will contain three questions. Question No.1 will be very short answer type consisting of five questions of 1 mark each. Question No.2 & 3 will be short answer type of 5 marks. Group B will contain descriptive type six questions of fifteen marks each, out of which any four are to answer.*

*Note: There may be subdivisions in each question asked in Theory Examinations.*



**Assessment through Viva-Voce in the presence of External Examiner for M. Com**

*Shree*  
Principal



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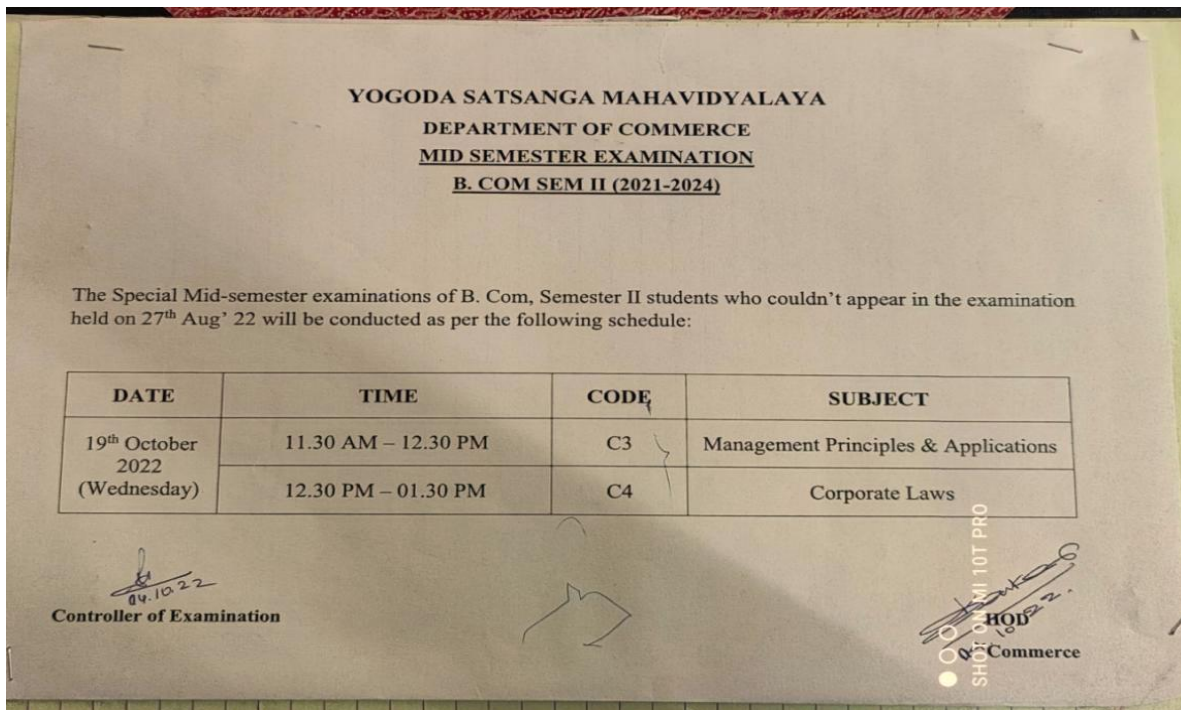
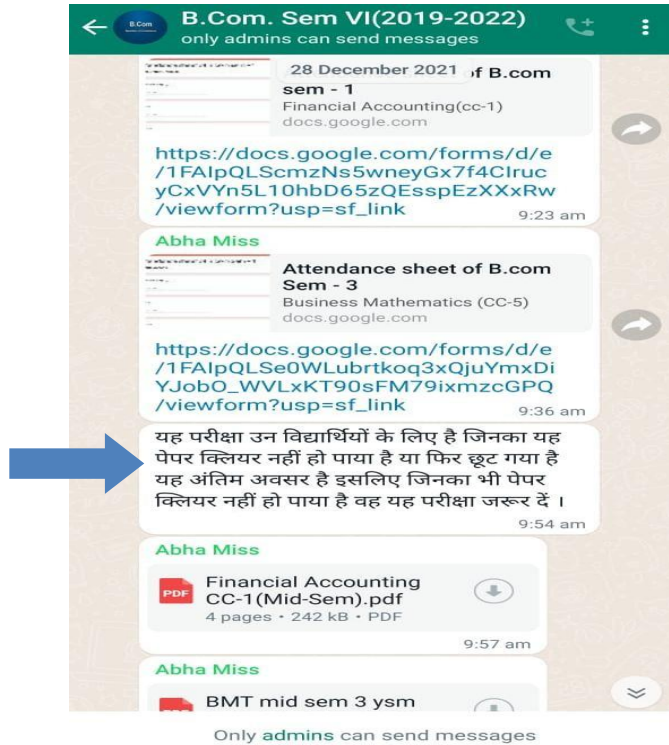
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**Improvement Tests:** -Departments also conduct a special mid-semester examination to facilitate the low scorers and/orabsentees in the mid-semester examination.



**Sample Notices of Re-exam for the absentees/low scorers**

*Shyama*  
Principal



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## **Clear Evaluation Criteria and Open Communication Channels to ensure Transparency**

The faculty members ensure that the criteria for internal and external assessments are clearly defined and communicated to all the students. Specifically, during student induction meetings, a dedicated session is conducted on examinations. In this session, all students are thoroughly briefed on the patterns of both internal and external assessments, ensuring a comprehensive understanding of the assessment processes.

Information regarding assessment guidelines, patterns, and schedules is made easily accessible to students well in advance of examinations. The details are not only communicated during classroom instructions but are also disseminated through common departmental and semester-specific WhatsApp groups. This ensures that students are well-informed about the upcoming assessments.

Faculty members also ensure their availability to the students to address any concerns related to assessments. Furthermore, assessment results are conveniently accessible to students through the college's e-portal. Parent-teacher interactions are held to apprise the guardians of the student's progress.

  
Principal



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Day	Batch	Room No	Session I	Session II	Session III
			2.15pm-2.45pm	2.45pm-3.15pm	3.15pm-3.45pm
19.10.2022	Arts I	S7	Life Skills, Yoga and Meditation (Dr. R. Dey, Mr. Govardhan Kumar and DLS Team)	Examination Modalities (Dr. Suniti Choudhary and Team Examination)	Academic Orientation and Presentation by Proctorial Board (Dr. N.N. Choudhary, Dr. M. Gaurav, and Team)
	Arts II	S11	Principal's Presentation	Academic Orientation and Presentation by Proctorial Board (Dr. N.N. Choudhary, Dr. M. Gaurav, and Team)	Games And Sports Opportunities (Dr. R. Dey, Dr. D. Mahto, Prof. Shekher Suman and DLS Team)
	Commerce	G 5	Examination Modalities (Dr. Suniti Choudhary and Team Examination)	Games And Sports Opportunities (Dr. R. Dey, Dr. D. Mahto, Prof. Shekher Suman and DLS Team)	NEP And Contemporary Education (Prof. Pragati Bakshi & Prof. Aparna Pandey)
	Science	F3	Overcoming barriers to effective communication - II (Dr. I. Banerji & Dept. of English)	Principal's Presentation	Overcoming barriers to effective communication - I (Dr. P. K. Jha & Dept. of Hindi)
20.10.2022	Arts I	S7	Quality Orientation (Prof. Simran Kaur & Team IQAC)	Overcoming barriers to effective communication - I (Dr. P. K. Jha & Dept. of Hindi)	Games And Sports Opportunities (Dr. R. Dey, Dr. D. Mahto, Prof. Shekher Suman and DLS Team)
	Arts II	S11	Overcoming barriers to effective communication - I (Dr. P. K. Jha & Dept. of Hindi)	Quality Orientation (Prof. Simran Kaur & Team IQAC)	Library And E-Learning Resources (Prof. T.K. Sarkar, Dr. Amrita Dutta, Abhishek Vishwakarma & Team Library)
	Commerce	G 5	Community Service and The Joy of Giving (Dr. R. Dey and DLS Team)	Library And E-Learning Resources (Prof. T.K. Sarkar, Dr. Amrita Dutta, Abhishek Vishwakarma & Team Library)	Life Skills, Yoga and Meditation (Dr. R. Dey, Mr. Govardhan Kumar and DLS Team)
	Science	F3	Academic Orientation and Presentation by Proctorial Board (Dr. N.N. Choudhary, Dr. M. Gaurav, and Team)	Games And Sports Opportunities (Dr. R. Dey, Dr. D. Mahto, Prof. Shekher Suman and DLS Team)	Examination Modalities (Dr. Suniti Choudhary and Team Examination)

*Shyama*  
Principal



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DIKSHA AARAMBH (Session: 2022-2026)					
Day	Batch	Room Number for Common Sessions	Session I	Session II	Session III
			2.15pm-2.45pm	2.45pm-3.15pm	3.15pm-3.45pm
17.10.2022	Arts I	S7	Departmental Presentation* (HoD and Faculties)	Community Service and The Joy of Giving (Dr. R. Dey and DLS Team)	NEP And Contemporary Education (Prof. Pragati Bakshi & Prof. Aparna Pandey)
	Arts II	S11	Departmental Presentation* (HoD and Faculties)	NEP And Contemporary Education (Prof. Pragati Bakshi & Prof. Aparna Pandey)	Overcoming barriers to effective communication - II (Dr. I. Banerji & Dept. of English)
	Commerce	G 5	Departmental Presentation* (HoD and Faculties)	Quality Orientation (Prof. Simran Kaur & Team IQAC)	Academic Orientation and Presentation by Proctorial Board (Dr. N.N. Choudhary, Dr. M. Gaurav, and Team)
	Science	F3	Departmental Presentation* (HoD and Faculties)	Library And E-Learning Resources (Prof. T.K. Sarkar, Dr. Amrita Dutta, Abhishek Vishwakarma & Team Library)	Community Service and The Joy of Giving (Dr. R. Dey and DLS Team)
18.10.2022	Arts I	S7	Library And E-Learning Resources (Prof. T.K. Sarkar, Dr. Amrita Dutta, Abhishek Vishwakarma & Team Library)	Principal's Presentation	Overcoming barriers to effective communication - II (Dr. I. Banerji & Dept. of English)
	Arts II	S11	Community Service and The Joy of Giving (Dr. R. Dey and DLS Team)	Life Skills, Yoga and Meditation (Dr. R. Dey, Prof., Mr. Govardhan Kumar and DLS Team)	Examination Modalities (Dr. Suniti Choudhary and Team Examination)
	Commerce	G 5	Principal's Presentation	Overcoming barriers to effective communication - II (Dr. I. Banerji & Dept. of English)	Overcoming barriers to effective communication - I (Dr. P. K. Jha & Dept. of Hindi)
	Science	F3	Quality Orientation (Prof. Simran Kaur & Team IQAC)	NEP And Contemporary Education (Prof. Pragati Bakshi & Prof. Aparna Pandey)	Life Skills, Yoga and Meditation (Dr. R. Dey, Mr. Govardhan Kumar and DLS Team)

*Schedule of Diksha Aarambh with a sesssion on Examination (highlighted)*

*Shyama*  
Principal



# Yogoda Satsanga Mahavidyalaya

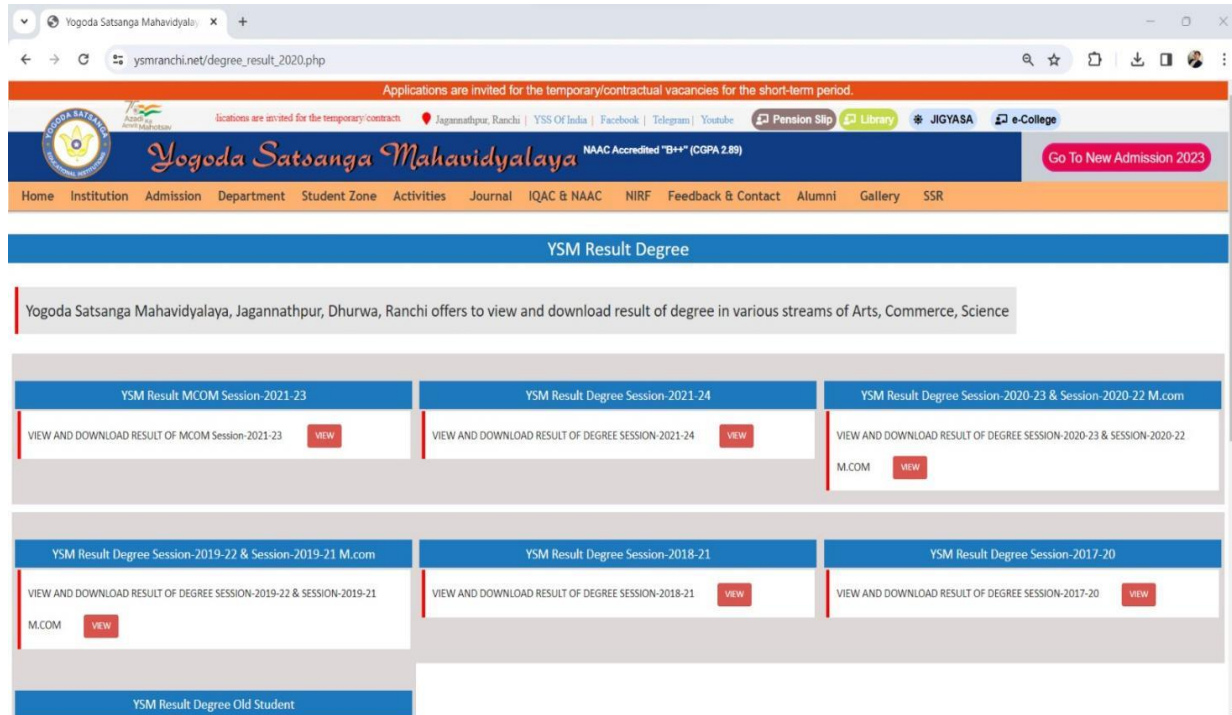
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*Parents being apprised of the performance of their ward.*



*Assessment results are conveniently accessible to students through the college's e-portal.*

*Shree*  
Principal  
Yogoda Satsanga Mahavidyalaya  
Jagannathpur, Dhurwa, Ranchi-4





# Yogoda Satsanga Mahavidyalaya

(Established in 1967)

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## Grievance Redressal

The college has a grievance redressal system in place, which accepts grievances through both online and offline channels. Any grievances, especially those related to examinations, are promptly taken care of. If there are any discrepancies regarding examinations, the respective academic department and/or the examination department immediately handle the matter. The grievance forms duly filled in by the aggrieved student are forwarded immediately to the relevant authorities. There is a grievance policy in place that spells out Grievance Handling Authority (Level I and Level II) depending upon the nature of the grievance. In cases where the issue needs to be escalated to the Examination and Publication Department Committee (EPDC), Ranchi University, the college takes responsibility for the redressal process. All such grievances are properly documented as well.

**Yogoda Satsanga Mahavidyalaya**  
JAGANNATHPUR, DHURWA, RANCHI – 834004  
Email address: ysmranchi4@gmail.com  
(NAAC Accredited, Grade: B++, CGPA: 2.89)

**Grievance Form**

The purpose of this form and referral process is to direct the complaint to the appropriate office or person so that the best and timely redressal can be done.

Name of the Student: AKIL ALAM Contact Number: \_\_\_\_\_  
Student ID: \_\_\_\_\_ University Roll No: 18BA0322944

Nature of Grievance:  
His marks in the EVS paper (AECC) was missing in the original TR sheet issued on 05/10/2021 but he had paper for the examination.

Date of Submission of Grievance: 8/10/2021 AKIL ALAM  
Signature of the Student

**For Office Use Only**

**REFERRAL** (if applicable)  
Referred by: \_\_\_\_\_ Referred To: EDPC, Morabali, Ranchi  
Date: 08/10/2021

Notes:  
A written application from the student along with the required supporting documents have been forwarded to EDPC, Morabali, Ranchi for consideration.

**RESOLUTION/REDRESSAL OF GRIEVANCE**  
Notes:  
On 06/01/2022 a corrected TR sheet mentioning the marks of the above paper is received by the exam Dept.

Date: 06/01/2022 Shyama  
Signature

**Ranchi University, Ranchi**  
Examination Department  
Correction Slip

Semester 2 exam 2019 held in the month of February-2020 Session 2018-2021

Page No: 5  
College: Y. S. Mahavidyalaya, Dhurwa, Ranchi

Issue Date: 01-07-2022  
Print Date: 03-Jan-2022  
Correction Date: 03-Jan-2022

Exam Roll No.	Student Name	Quest Marks	IPP	Class Marks	IPP	Practical Marks	IPP	Theory Marks	IPP	Practical Marks	IPP	Page	Grade	Pass	Remarks
18BA0322944	AKIL ALAM	20/40	P	21/45	P	126	055	95	P	Environmental Science	65	P	236	Pass	Promoted

Sample Student Grievance form pertaining to assessment.

Shyama  
Principal



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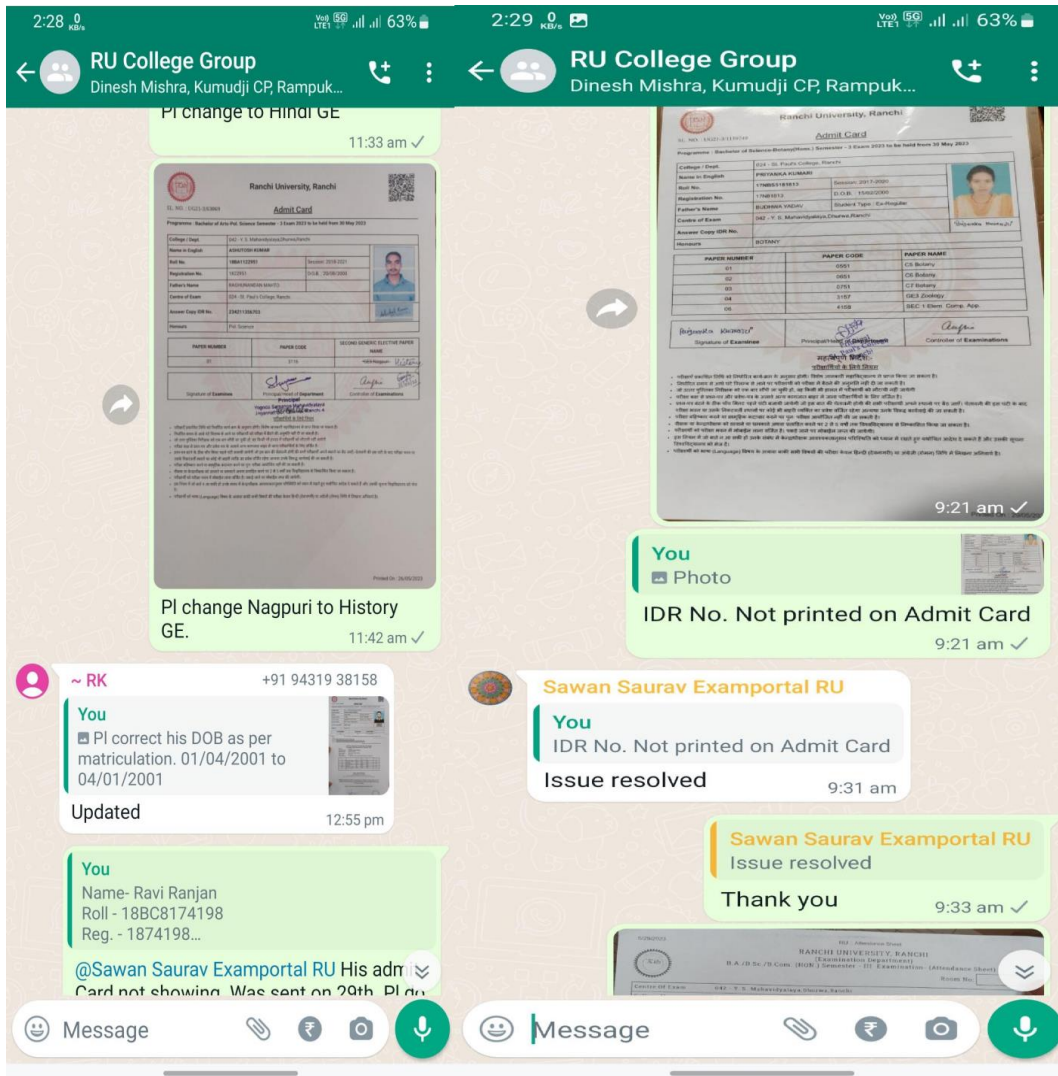
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As an affiliated college, matters concerning end semester examinations and their scheduling are handled in accordance with the established policies of the affiliating university (Ranchi University). Besides that, any discrepancy pertaining to the Admit Card, Registration and other aspects related to examination/assessment, they are also redressed through the official WhatsApp group created by the Affiliating university.

Ranchi University Grievance Link:

[https://www.ranchiuniversity.ac.in/index.php?option=com\\_content&view=article&id=160&Itemid=409](https://www.ranchiuniversity.ac.in/index.php?option=com_content&view=article&id=160&Itemid=409)



**Screenshot of resolution of Grievance through WhatsApp.**

*Shyama*  
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