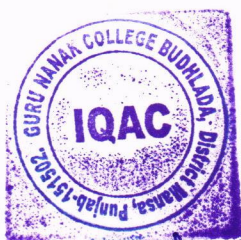


Mechanism of Internal Assessment

- The college is affiliated to Punjabi University Patiala. So, the college is obliged to implement all directives of the affiliated university regarding continuous internal evaluation. These include the system of Internal Examination, assignments, class tests, seminars, projects, attendance, class behavior etc.
- The schedule for MST's /Class Tests/Assignments etc. is notified to the students in advance. The schedules announced are strictly adhered to.
- The Principal through the IQAC and Registrar office of the college monitors the effective implementation of the schedule.
- The college has a well established Registrar office to manage the internal examinations (MST's) that are conducted two times during each semester for all classes.
- The college has adopted a centralized system to conduct MST's. To ensure transparency, the table marking system of evaluation has been effectively implemented.
- All the records of examinations are kept in Registrar office. All the answer sheets are cross checked by the HOD's of the concerned departments.
- The compiled results are submitted to the HOD's and further these results are sent to the Registrar office.
- The college adheres to the factor of student attendance in all assessments, which serves as an incentive for regularity and academic discipline. The collected assignments, seminars, project reports etc. are evaluated by the teaching faculty and a proper weight age is given in the internal assessment.
- During the lockdown period after March 2020 due to Covid-19 the institute organized MSTs online successfully and provided the required guidance and training to the staff and students.



Principal
Guru Nanak College
BUDHLADA