



OFFICE OF THE PRINCIPAL
GOALPARA COLLEGE, GOALPARA

An ISO 9001:2015 Certified Institution

Affiliated to Gauhati University, Guwahati, Assam

The College is covered under Section 2(f) and 12(B) of the UGC Act, 1956

P.O. : Goalpara, Dist. : Goalpara, (Assam) Pin : 783101

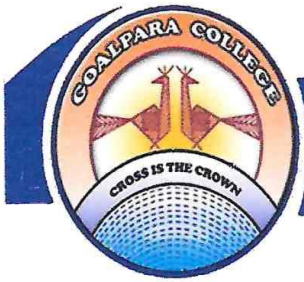
Dr. Subhash Barman, M.A.Ph.D
Principal & Secretary
Goalpara College, Assam

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Examination Policy

The policy for the conduct of examination and internal evaluation is framed to provide learners with multiple options to track assessment and assuring quality.

1. The college to appoint a senior faculty as Assistant Officer in charge (AOC) to supervise and execute all examination related work and procedures. The AOC is to be relieved from all extra-curricular assignments so that he can concentrate on examination related work.
2. The University Examinations to be conducted by strictly following all the norms and regulations of the affiliating University including the appointment of staff in different capacities.
3. All announcement related to examination form acceptance dates, fee details, schedules to be published in the website or displayed on the notice boards well in advance leaving ample time for the students to take note and comply within the stipulated time. Such information is to be also to be communicated to the students using other means such as Google classrooms, WhatsApp groups, etc.
4. All undergraduate practical examinations are conducted by the college through appointment of internal and external examiners. The internal examiners are appointed from the department faculty and the external examiners are appointed from other colleges.
5. The Internal Examination of the college is to be conducted either in a centralized fashion in streams or subjects with larger number of students or at the



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departmental level in streams or subjects with comparatively lesser number of students.

6. Transparency, consistency and fairness in the internal evaluation are to be maintained at all cost with accessibility to all learners.
7. The Internal Examination is to be healthy and extensive in providing a fair estimate of learner's ability and attainment showing their progress efficiently.
8. Fairness and reliability in results of internal assessments must be ensured.
9. The Internal Assessment is to precede and conclude before the commencement of university examination leading to adequate preparation and practice for university level examinations.
10. Face to face interactions of learners with the faculty or handing over the evaluated answer sheets to the learners to be done for identifying their mistakes and weaknesses.
11. To ensure parity of performance, supplementary tests, class tests, surprise tests, modular assignments to be conducted as per the feasibility.
12. Tutorials, seminars and assignments are to allotted to learners for ensuring their active participation in the learning process.
13. The action plan for balancing assessment criteria and learning outcomes is to be formulated.
14. The internal assessment mechanism is to be periodically reviewed for its easy interpretation to learners and assessors.

policy on 7/12/2019.

GB approved the Examination

Principal
Goalpara College, Goalpara
7/12/2019