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**THE DALE VIEW  
COLLEGE OF PHARMACY AND RESEARCH CENTRE**

Punalal P.O, Poovachal, Trivandrum 695 575

**THE MECHANISMS FOR REDRESSAL OF GRIEVANCES  
Course-B.PHARM**

The college has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Committee and Principal to redress the examination related grievance.

The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

Two internal assessment tests for B.Pharm are conducted during each semester, the time table for which is prepared well in advance and communicated to the students.

Seating plan and table markings are followed for both sessional as well as University examinations.

A centralized exam cell system is followed.

For the B.Pharm students shall have the opportunity to improve his/her performance in the sessional exam component of the internal assessment. The students having the facility to attend the reexamination and end semester examination.

Before distributing the answer scripts to the students the faculty members explained the students related to the pattern of mark distributed.

The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in sessional examinations are entered in separate sheet and get the signature from the students.

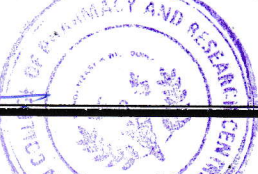
The marks obtained by the students in each sessional examinations are entered in a separate register with their attendance before finishing the semester examinations.

Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record.

The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

For B. Pharm courses, the University may grant a maximum of 5 marks or as per University regulations as moderation, either in a subject alone or distribute it among





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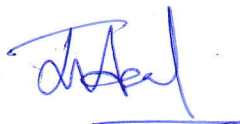
subjects (theory/practical) so as to make the candidate eligible for a pass.

Suppose a student came for University theory examination without University ID or admit card, after informing the University through proper channel, permission of the examination committee and Principal, the students can allow to write the examination.

Those student came late for sessional examination can demand a letter and with the permission of the Principal the students can allow to sit in the examination.

A student came for Practical examination late, with the permission of the External examiner and Principal that student can allow to write the examination.

If a student want to check their University paper can apply for the photocopy of the answer sheet through proper channel within the stipulated time and retotaling facility also available.

  
(Mr. Arun J.L)





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**THE MECHANISMS FOR REDRESSAL OF GRIEVANCES**  
**Course-Pharm D**

The college has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Committee and Principal to redress the examination related grievance.

The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

There shall be a minimum of 3 periodic assessments conducted in the college, for each subject (theory, viva and practical) of which one shall be in the University examination pattern (for familiarization of the KUHS examination pattern)

For the Pharm D students shall have the opportunity to improve his/her performance in the sessional exam component of the internal assessment. The students having the facility to attend the reexamination and end semester examination.

There shall be provision for improvement in the sessional examinations for the failed candidates.

Before distributing the answer scripts to the students the faculty members explained the students related to the pattern of mark distributed.

The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in sessional examinations are entered in separate sheet and get the signature from the students.

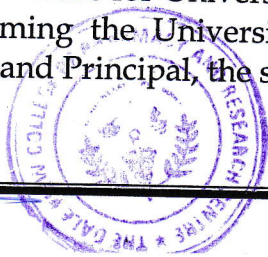
The marks obtained by the students in each sessional examinations are entered in a separate register with their attendance before finishing the semester examinations.

Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record.

The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

Suppose a student came for University theory examination without University ID or admit card, after informing the University through proper channel, permission of the examination committee and Principal, the students can allow to write the examination.





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Those student came late for sessional examination can demand a letter and with the permission of the Principal the students can allow to sit in the examination.

A student came for Practical examination late, with the permission of the External examiner and Principal that student can allow to write the examination.

If a student want to check their University paper can apply for the photocopy of the answer sheet through proper channel within the stipulated time and retotaling facility also available.

*[Handwritten Signature]*  
Mr. Arun J.L





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**THE MECHANISMS FOR REDRESSAL OF GRIEVANCES**  
**Course-M.Pharm**

The college has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Committee and Principal to redress the examination related grievance.

The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

Two internal assessment tests for B.Pharm are conducted during each semester, the time table for which is prepared well in advance and communicated to the students.

A student shall have the opportunity to improve his/her performance only once in the sessional exam component of the internal assessment. The reconduct of the sessional exam shall be completed before the commencement of next end semester theory examinations.

Before distributing the answer scripts to the students the faculty members explained the students related to the pattern of mark distributed.

The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in sessional examinations are entered in separate sheet and get the signature from the students.

The marks obtained by the students in each sessional examinations are entered in a separate register with their attendance before finishing the semester examinations.

Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record.

The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

Suppose a student came for University theory examination without University ID or admit card, after informing the University through proper channel, permission of the examination committee and Principal, the students can allow to write the examination.

Those student came late for sessional examination can demand a letter and with the permission of the Principal the students can allow to sit in the examination.

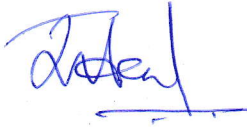


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A student came for Practical examination late, with the permission of the External examiner and Principal that student can allow to write the examination.

If a student want to check their University paper can apply for the photocopy of the answer sheet through proper channel within the stipulated time and retotaling facility also available.

  
(Mr. Arun J.L.)





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**THE MECHANISMS FOR REDRESSAL OF GRIEVANCES**  
**Course-D.Pharm**

The college has a well-organized mechanism for redressal of examination related grievances. The student can approach the Teachers, College Examination Committee and Principal to redress the examination related grievance.

The college adheres strictly to the guidelines and rules issued by the affiliating university while conducting internals and semester-end examinations.

There shall be two or more periodic sessional (internal assessment) examinations during each academic year. The marks secured by the students out of the total 40 shall be reduced to 20 in each sessional, and then the internal assessment shall be calculated based on the best two averages for 20 marks. There shall be two or more periodic sessional (internal assessment) practical examinations during each academic year.

Before distributing the answer scripts to the students the faculty members explained the students related to the pattern of mark distributed.

The corrected answer papers of the students are distributed to them for the verification by the students and any grievance is redressed immediately. The marks obtained by the students in sessional examinations are entered in separate sheet and get the signature from the students.

The marks obtained by the students in each sessional examinations are entered in a separate register with their attendance before finishing the semester examinations.

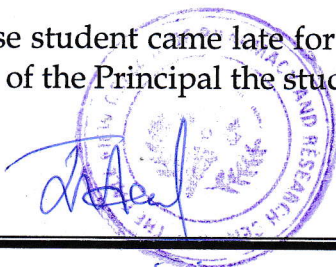
Day to day performance of the students is assessed for every experiment which includes regularity, performance, viva and the promptness in submitting the record.

For lab courses, the marks/grade scored by the student for each experiment is indicated in the observation/record.

The end examination for the laboratory and projects shall be conducted with internal and external examiner appointed from the other colleges as decided by the University.

Suppose a student came for board theory examination without admit card/hall ticket, after informing the Chief Superintendent and Principal, the students can allow to write the examination.

Those student came late for sessional examination can demand a letter and with the permission of the Principal the students can allow to sit in the examination.





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A student came for Practical examination late, with the permission of the External examiner and Principal that student can allow to write the examination.

*[Handwritten signature]*  
*[Handwritten signature]*  
Mr. Arun J. J.