PROCEDURE OF GRIEVANCE REDRESSAL RELATED TO EXAMINATION

The college has adopted the following procedure which reflects transparency and efficiency in redressal of examination grievance:

- COMPLAINT AGAINST QUESTION PAPER:
  Complaints, if there are any, against an individual question paper must reach the Controller of Examinations by the next day after examination in the particular paper. The Controller of Examinations shall immediately pass on the complaint to the Principal, Management members, who will send his/her comments and suggestions to the Controller of Examinations within 2 days. The suggestions of the Principal, Management members will be placed before the committee consisting of:
  i. Principal (Convenor)
  ii. Two members of the Management
  iii. Vice-Principal
  iv. Two Staff members
  v. Controller of Examinations

  The Committee may also seek the assistance of the paper setter. The committee after deliberation shall submit its recommendation to the Chairperson for final decision.

- RECHECKING OF SEMESTER EXAMINATION RESULT
  Answer script of End – Term Semester Examination shall be shown to the students before the declaration of results within the period of 7 days.
- REVALUATION
  If the student feels dissatisfied with the evaluation of his/her answer script in a particular subject/paper, he/she can apply for re-evaluation of the same to the Controller of Examinations, on the prescribed application form with the answer script.
  The student shall be awarded the best of the two scores obtained by him/her after re-evaluation and original evaluation.

Vice Principal
D.B.M.S. College of Education
Kadma, Jamshedpur

PRINCIPAL
D.B.M.S. COLLEGE OF EDUCATION
JAMSHEDPUR

Controller of Examinations Principal