

**G.S.SCIENCE, ARTS & COMMERCE COLLEGE KHAMGAON-444303**  
**Dist. Buldana 444 303 (M.S.)**



**FRAMEWORK OF CONTINUOUS INTERNAL EVALUATION**

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**FRAMEWORK OF CONTINUOUS INTERNAL EVALUATION**

**+ Components of Continuous Internal Evaluation**

**➤ Continuous Internal Evaluation (CIE)**

The evaluation of the students is an integral part of the teaching-learning process.

The Continuous Internal evaluation (CIE):

1. Encourages the students to progress continuously in the semester leading to the thorough understanding of the course.
2. Allows teachers to evaluate the performance of their students in accordance with the course objectives.
3. Enhances the students' abilities and skills such as creative and critical thinking, working in a team, communication skill, leadership abilities, etc.
4. Distributes course work throughout the year reducing stress on the students.

**➤ Choice-based Component (CBC) of Internal Evaluation**

We adopted the Choice-based Components for the internal assessment of the course which are useful for evaluating the various abilities of the students which cannot be assessed otherwise with the semester end examinations (SEE). The performance of all the students will be evaluated internally on a continuous basis by the concerned faculty member. The type of the choice based component (CBC) of the assessment would be decided by the faculty member in consultation with the students based on the expected Course Outcomes (COs) and it would be announced in the class within the first fortnight of the semester. The suggestive list of these components is as given below.

**Table 1: List of Choice Based Components (CBCs) of Internal Evaluation**

1	Surprise test	7	Laboratory work
2	Open book Test	8	Case Study
3	Home Assignments	9	Group Discussions
4	Tutorials	10	Viva-voce/Oral Examination
5	Mini Project	11	Seminar
6	Periodical quizzes	12	Any other component that the teacher considers necessary for assessing the students' performance

### Evaluation System

The evaluation system adopted by the Institute has following components:

#### **1. Continuous Internal Evaluation (CIE);**

- Minimum two Internal Assessment Tests
- Minimum one assignment in every semester.
- Regular lab work/demonstrations/ practical record completion.
- Seminars for the presentation of the project work.
- Full-syllabus test at the end of the semester.

#### **2. Semester End Examination (SEE)**

CIE is followed by the semester end examination conducted by the affiliating university.

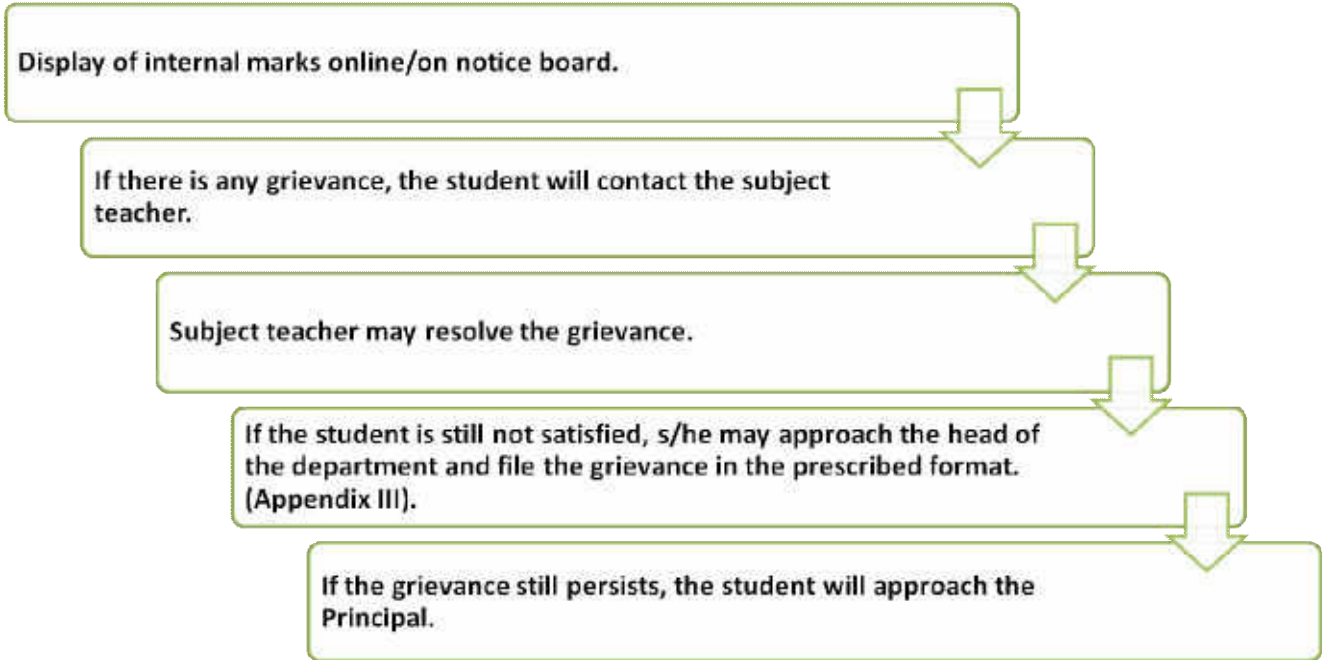
### CIE RULES & GUIDELINES

1. The teachers should make the students aware about course curriculum, its objectives, course outcomes, learning activities such as experiential learning and participative learning at the beginning of each semester.
2. The teachers should also inform the students regarding different components of internal assessment and their weightages through a 'course overview'.
3. All the teachers should prepare their teaching plan carefully and should share it with the students within first week of the semester.
4. The teachers should evaluate the students continuously on the basis of performance in the two Unit Tests, Choice –Based Component (CBC) and overall performance of the students in the class.


5. The answer scripts of the Unit Tests should be shown to the students after evaluation for their information, to ensure sufficient transparency.
6. The pattern of question paper for the Unit Tests should be structured in line with the pattern of the Semester End Examination which is conducted by the University.
7. The teachers should evaluate the papers of the Unit Tests within three working days after the end of examination.
8. The faculty members should display the grades/ internal marks on the departmental notice board before submitting the same to the respective Head of the department.
9. The student may appeal for reviewing the grades/marks awarded by the teacher. If still there exists grievance regarding the revision of the awarded grades/marks, student may appeal to the Head of the Department in the prescribed format. **(Appendix II)**.
10. In case of a student failing to complete the CBC under extraordinary circumstances such as the death of any member of the family, accident leading to hospitalization, suffering from contagious diseases, natural or social calamities affecting the student and any other unavoidable circumstances which the teacher deems fit to be considered, the teacher would arrange additional assignment or any other course related work for such students.
11. The performance of the students in the practical subjects should also be evaluated on a continuous basis.
12. Faculty members should maintain the proper records of CBC undertaken for each class.
13. Faculty members may offer more than one CBC in a class depending on the interest of the students.
14. The record of internal assessment is to be maintained by the department and produced as and when asked.

### **Redressal of Grievances about Internal Assessment**

Grievances regarding the internal assessment tests are taken care of by the respective departments as follows:




Apart from these guidelines, the teachers and mentors are encouraged to adopt various innovative assessment practices and tools that they may consider proper and fit for better and just assessment of their students.

  
 Dr. D. S. Talwankar  
 Principal  
 G.S.Sei., Arts & Commerce  
 College, Khamgaon-444303

**Dr D. S. Talwankar**  
**Principal**





**Dr. S.P.Hargunani**  
**Convener CIEC**

*Appendix - I*

**G. S. Science, Arts and Commerce College, Khamgaon**

**Internal Assessment Marks**

Department \_\_\_\_\_ ( Session: \_\_\_\_\_ )

Name of the Teacher: \_\_\_\_\_ Class: \_\_\_\_\_ Course: \_\_\_\_\_

Sr No	Name of the Student	Group	Unit Test-1	Unit Test-2	Common Test	Assignment	CBC*	Incentive #	Total Internal Marks	Remarks (attendance/behavior etc.)

**DATE:**

**SIGNATURE**

**Notes:**

\*CBC: Choice Based Component (like Project/Seminar/Group discussion etc.)

#Give incentive marks if and where applicable.

^Remark: Can be – EXCELLENT / VERY GOOD / AVERAGE / BELOW AVERAGE

*Appendix II*

**G. S. Science, Arts and Commerce College, Khamgaon**  
**Grievance Redressal form for Internal Assessment**

<b>Name of the Student:</b>	
<b>Class:</b>	
<b>Subject (Paper):</b>	
<b>Email:</b>	
<b>Contact number:</b>	

**Grievance:**

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**DATE:**

**(Signature of the student)**

**FOR OFFICE USE ONLY**

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**Action taken by the HoD:**

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Date:

**(Signature of the HoD)**

Principal's remarks: \_\_\_\_\_

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Signature of the Principal