

INSTITUTIONAL EXAM COMMITTEE

The Institutional Examination committee for the academic year 2024-2025 is concerned as follows:

1.	Dr. Talele Gokul S.	Principal	Chairman
2.	Dr. Malpure Prashant S.	Associate Professor	College Examination Officer
3.	Mrs. Landge Mayuri M.	Assistant Professor	Internal Examination Officer
4.	Ms. Patil Surekha P.	Assistant Professor	Internal Examination Officer
5.	Ms. Punekar Aaditi S.	Assistant Professor	Member

Function and Responsibility:

1. To improve and control the quality of internal examinations to be conducted at institute level.
2. Ensure proper dissemination of information with regards two examination among all the stakeholders wide students/faculty/non-teaching staff/University authority etc.
3. Approval and submission of online examination forms on SPPU web portal.
4. Ensure proper communication with SPPU with regards to examination and fulfillment of University circular.
5. To ensure proper organization of In-semester assessment / sessional / end semester examinations in the college.
6. Appointment alternative external senior supervisor / chairman / internal examiners / external examiner for the conduct of End-semester theory / practical examination with permission of University appointed authorities.
7. Resolve students / faculty / University grievance with regards to examination.
8. Uploading internal and semester examination marks on SPPU web portal.

Copy to: 1. Establishment file
2. Conserve faculty member

Internal Examination Grievance Redressal Mechanism

