



# **M.L.B ARTS AND COMMERCE COLLEGE GWALIOR (MP)**



## **EXAMINATION POLICY**

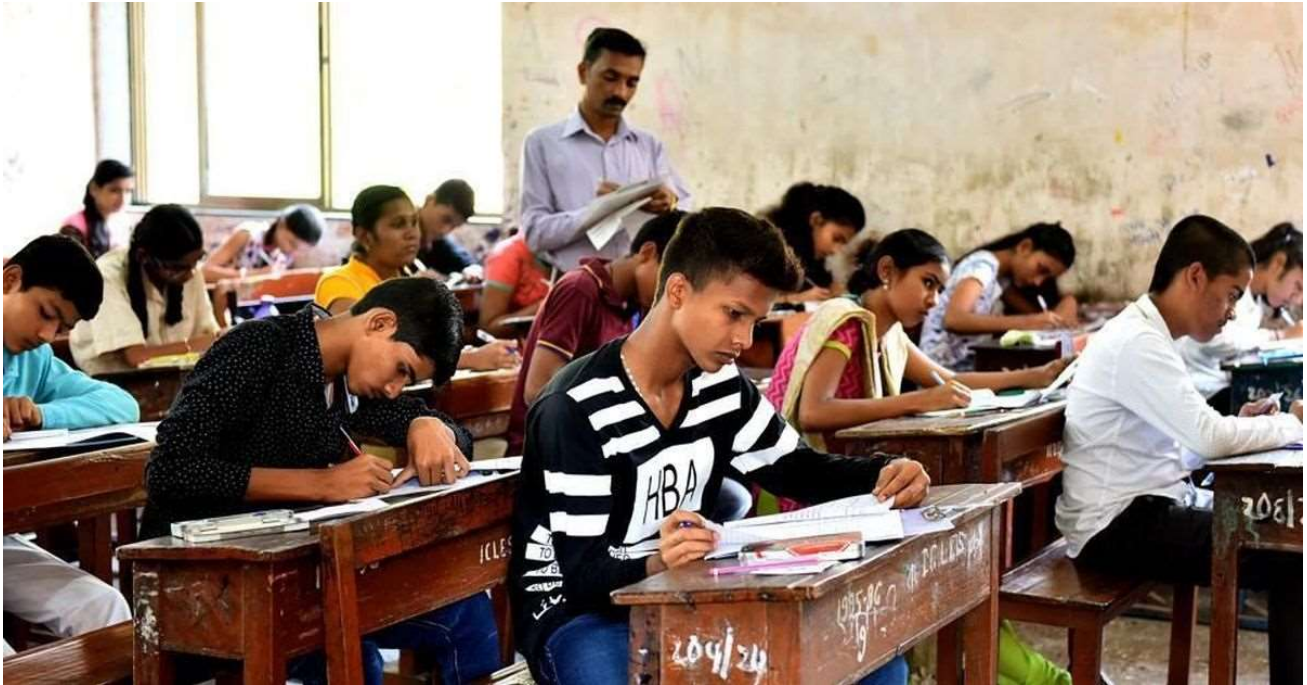


कार्यालय प्राचार्य, महारानी लक्ष्मीबाई कला एवं वाणिज्य महाविद्यालय, ग्वालियर (म. प्र.)  
(शासकीय स्वशासी उत्कृष्ट महाविद्यालय)

NAAC द्वारा मूल्यांकित 'A' ग्रेड, दिसम्बर 2014

Email: [hegmlbaaccgwa@mp.gov.in](mailto:hegmlbaaccgwa@mp.gov.in)

Phone: 0751-2372199



**Examination  
Rules &  
Regulations**





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## Examination policy

The objective to the formulation of examination policy is to conduct college examination in an effective manner and implement the necessary reforms from time to time by the exam cell of autonomous college.

Principal is the Chief Controller of Examination, for the smooth functioning Principal appoints Assistant Controllers and members in the examination cell. Main functions of this examination cell is to:

- Organize the meetings of the finance committee, Academic Council and Executive council (Under autonomous scheme, as per the guidelines of UGC)
- College adopts Continuous and Comprehensive Evaluation system to assess student learning and development holistically throughout the academic year.
- Framing of question papers.
- Evaluation of answer books.
- Preparation of the examination results.
- Re-valuation/retotaling of answer sheets.
- There is provision for re-evaluation/retotaling for main examination.
- More than 75% percent attendance is compulsory for students to appeared in exam.
- Resolution of UFM Related cases
- Visually Impaired/physically challenged are given facilities like writer/special sitting facility after submission of respective Certificate
- After evaluation of answer sheets, the result is prepared by the Controller of Examination and Assistant Controllers of Examination on the basis of the marks scored by the students. The responsibility of declaring the results lies with the college.



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- The college is affiliated to Jiwaji University, Chhatarpur. Therefore, the result of the examination is countersigned by the Registrar of the University.
- After proper examination of examination results, the students can be given maximum 2 grace points.

Autonomous Examination Cell		
1.	Dr.H.K.Agrawal,	Principal & Chief exam controller
2.	Dr. Pradeep Gupta	Examination controller
3.	Dr.P.V.Rao,	Deputy examination controller
4.	Dr.R.K.Vaidya,	Deputy examination controller
5.	Dr.K.K.Agrawal,	Member
6.	Dr.Alok Garg,	Member
7.	Dr. Niraj Kumar Jha,	Member
8	.Mr.Ashok Kumar	Member

Professor R.C. Gupta

Principal