



जानकी देवी मेमोरियल कॉलेज  
**JANKI DEVI MEMORIAL COLLEGE**  
(दिल्ली विश्वविद्यालय)/(University Of Delhi)  
सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060  
दूरध्वाग्रह/Tel.: 40876630, ई-मेल/E-mail: jdmcollege@hotmail.com, वेबसाइट/Website: <http://jdm.du.ac.in>  
आई एस ओ 21001 : 2018 व आई एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्याख्यित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

## Janki Devi Memorial College (University of Delhi)

### Supporting Documents for 2.5.1

*Mechanism of internal assessment  
is transparent and robust in terms of  
frequency and mode*



### जानकी देवी मेमोरियल कॉलेज

### JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अवलम्बन मार्ग, नई दिल्ली-110090

Sir Ganga Ram Hospital Marg, New Delhi-110090

फ़ोन/फ़ाक्स : 98876830, ई-मेल : jdmcollege@hotmail.com, वेबसाइट/Website : <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आई एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्याख्यत A+ महाविद्यालय

An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited A+' College

## Table of Contents

| S. No | Particulars   |
|-------|---|
| 1     | <p>Internal Assessment and Attendance:</p> <p>1.1) Policy for Internal Assessment and Attendance</p> <ul style="list-style-type: none"><li>● Policy for First Year Students</li><li>● Policy for Second- and Third-year students</li></ul> <p>1.2) Internal Assessment Related Grievance Mechanism</p>  |
| 2     | <p>WEBLINKS</p> <p>2.1) IA and attendance rules on the college website</p> <p>2.2) IA marks displayed on the website for verification by student</p> <p>2.3) Rechecking-Request-Form of the University</p> <p>2.4) Revaluation-Request-Form of the University</p> <p>2.5) Revaluation-Request-Form of the University</p>  |
| 3     | <p>Academic Year 2024-2025</p> <p>3.1) Academic Calendar</p> <p>3.2) Internal Assessment related notice issued by the University</p> <p>3.3) Internal Assessment related notice issued by the college to faculty regarding timely uploading of IA Marks</p> <p>3.4) Screenshot of IA portal of students</p> <p>3.5) List of Committees-Moderation, Monitoring and Grievance Redressal Committee</p> |

## Supporting Documents for 2.5.1

2024-2025

### 1. Internal Assessment Related Grievance Mechanism

#### Internal Assessment and Attendance Rules As per University Notification



#### जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय) (University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060

सी.गंगा राम हॉस्पिटल मार्ग, नई दिल्ली-110060

फ़ोन/ Tel : 49876830, 8145/ E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : <http://jdm.du.ac.in>

आई एस आई 21001 : 2018 व आई एस आई 9001 : 2015 प्रमाणित एवं NAAC प्रत्याखित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

#### UNIVERSITY OF DELHI

CNC-II/093/1(22)/2022-23/  
10<sup>th</sup> February, 2023

#### NOTIFICATION

Addition to Ordinance VIII

[EC Resolution No. 60-1/ (60-1-13) dated 03.02.2023]

Following addition be made to the Ordinance VIII (VIII-F) of the Ordinances of the University:

##### Add the Following:

Assessment pattern of Courses based on Under Graduate Curriculum Framework – 2022 to be implemented from the Academic Year 2022-2023.

1. The assessment pattern that shall be adopted for the purpose of assessment of courses that have been approved by the Competent Authorities under the UGC-F 2022 shall be as follows:

- (a) In any course where 01 credit is attributed to 'Tutorial', an objective assessment process has to be developed as a credit earned by a student in a course will eventually lead to its deposition in the Academic Bank of Credit of such student. Therefore, it is imperative that each credit earned by a student is adequately assessed and recorded accordingly.
- (b) In view of the above, the components of Tutorial have been listed so that at least some of these activities (listed at point no. 3 below) may be picked up by a student, in consultation with the teacher, as per rules devised for this purpose. The activities conducted shall be assessed through continuous assessment.
- (i) Some of the activities that may be done as component of tutorials are as follows:
  - Literature review
  - Book review
  - Movie review
  - Project activity (group)
  - Research cum presentation
  - Creative Writing/Paper writing
  - Group discussion
  - Problem Solving exercises

1



## जानकी देवी मेमोरियल कॉलेज

### JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

फ़ोन/Tel : 40676630, ६५४८, E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

- Any creative production (may be done in a group)
- Innovative Project
- Any other scholastic work related to application of conceptual understanding of the subject.

(ii) Further, out of forty marks allocated for Continuous Assessment of tutorial, five marks shall be for attendance, which shall be distributed as follows:

- a. More than 67% attendance but less than 70% attendance - 1 mark
- b. More than 70% attendance but less than 75% attendance - 2 marks
- c. More than 75% attendance but less than 80 % attendance - 3 marks
- d. More than 80% attendance but less than 85% attendance - 4 marks
- e. More than 85 % attendance - 5 marks

There shall not be marks for attendance in Continuous Assessments for practical.

2. (i) Internal Assessment (IA) shall consist of marks secured in class tests, assignments/ presentations and attendance. For instance, for an Internal Assessment of 25 marks, Class tests shall comprise of 10 marks, Assignments/Presentations shall comprise of 10 marks and attendance shall be for 5 marks. Similarly, for IA of 30 marks, 6 marks shall be for attendance, 12 marks for class test and 12 marks for Assignments/Presentations.

(ii) Six marks for attendance shall be distributed as follows:

- (a) More than 67% attendance but less than 70% attendance - 1.2 mark
- (b) More than 70% attendance but less than 75% attendance - 2.4 marks
- (c) More than 75% attendance but less than 80 % attendance - 3.6 marks
- (d) More than 80% attendance but less than 85% attendance - 4.8 marks
- (e) More than 85 % attendance - 6.0 marks

3. (i) To make Internal Assessment and Continuous Assessment fair and reasonable, it is necessary to strengthen the Monitoring Committee for Internal Assessment in every College, constituted as per clause 5 (ii) of Ordinance VIII-E of the Ordinances of the University. This Committee shall be responsible for the entire process of Internal Assessment in the College, including redressal of grievances, if any. The same Committee shall also look into the process of Continuous Assessment and redress grievances, if any.

(ii) A student who is discontent with the decision taken by the Monitoring Committee for Internal Assessment of the College, with respect to the grievance submitted by him/her relating to Internal Assessment/Continuous Assessment, may file an appeal before an appellate body consisting of the Principal of the College, the Teacher-in-charge of the department/senior faculty member, the concerned teacher



## जानकी देवी मेमोरियल कॉलेज

### JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय) / (University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060

Sar Ganga Ram Hospital Marg, New Delhi-110060

दूरध्वाप/Tel.: 40676630, ई-मेल: jdmcollege@hotmail.com, वेबसाईट/Website: <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्याख्यात A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

who has assessed the aggrieved student and shall be chaired by the Nominee of Dean of Colleges or Director South Delhi Campus, under whose jurisdiction the concerned College falls.

4. The theory examination and internal assessment shall be a cumulative assessment of the teaching-learning done in the theory as well as tutorial classes.
5. The assessment pattern for courses of different credit distributions is provided in Table - 1.
6. Practical marks for courses of total four credits, shall comprise of
  - (i) continuous evaluation (25%),
  - (ii) end term practical examination (50%) and
  - (iii) viva-voce (25%).

Practical marks for courses of total two credits shall comprise of

- (i) continuous evaluation (50%),
- (ii) end term practical /written exam (25%) and
- (iii) viva-voce (25%).

7. The variance of the total marks in various combinations of LTP structure shall be aligned with the help of "weighted average" calculated through an appropriately devised formula for conversion of marks to grades.
8. "The attendance requirement for continuous mode of assessment shall be as per Ordinance VII of the Ordinances of the University".
9. To enable students to improve their grades, the following may be adopted:

| Grade obtained in the course/paper | Grade obtained in Theory           | Grade obtained in Practical/ Tutorial | Re-register | Course of action to improve the Grade  |
|------------------------------------|------------------------------------|---------------------------------------|-------------|--|
| F                                  | Not Satisfied*                     | Satisfied                             | No          | To appear in end term theory exam of that course/paper for Essential Repeat  |
| More than F                        | Not Satisfied*                     | Satisfied                             | No          | To appear in end term theory exam of that course/paper for improvement   |
| More than F                        | Not Satisfied (IA marks satisfied) | Satisfied                             | No          | To appear in end term theory exam of that course/paper for improvement   |
| More than F                        | Not Satisfied including IA         | Satisfied                             | Yes         | To attend the course and appear for IA and end term theory examination for improvement                                 |
| More than F                        | Satisfied                          | Not Satisfied*                        | Yes         | To attend the course and appear in both theory and practical examinations, along with their CA and IA for improvement. |



जानकी देवी मेमोरियल कॉलेज  
**JANKI DEVI MEMORIAL COLLEGE**

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060

Sir Ganga Ram Hospital Marg, New Delhi-110060

फ़ोन/Tel : 40870630, ई-मेल/E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : <http://jdm.du.ac.in>

आइ एस और 21001 : 2018 व आइ एस और 9001 : 2015 प्रमाणित एवं NAAC प्रत्याखित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

Find text or tools Q

|   |                |                |     |  |
|---|----------------|----------------|-----|--|
| * | Satisfied      | Not Satisfied* | Yes | To attend the course and appear in both theory and practical examinations, along with their CA and IA for External Repeat. |
| * | Not Satisfied* | Not Satisfied* | Yes | Attend the course and appear in both theory and practical examinations, along with their CA and IA for External Repeat.    |

\*Not satisfied indicates Grade below the passing marks prescribed for theory/practical.

10. The final percentage of marks (%) for the students graduating from 2022-2023 shall be calculated as Grand CGPA (Cumulative Grade Point Average) multiplied by a factor of 10.

TABLE-1

| Total Credits | L | T | P | End term Theory<br>written<br>marks | Internal<br>Assessment<br>(IA) marks | Total of<br>theory<br>marks and<br>IA | Duration of<br>theory<br>exam | Tutorial |    | Practical marks                           |               |       |     | Grand<br>Total<br>marks |
|---------------|---|---|---|-------------------------------------|--------------------------------------|---------------------------------------|-------------------------------|----------|----|---|---------------|-------|-----|-------------------------|
|               |   |   |   |                                     |                                      |                                       |                               | CA       | CA | End term<br>practical/<br>written<br>exam | Viva-<br>voce | Total |     |                         |
| 4             | 3 | 1 | 0 | 90                                  | 30                                   | 120                                   | 3 hours                       | 40       | 0  | 0   | 0             | 0     | 160 |                         |
| 4             | 3 | 0 | 1 | 90                                  | 30                                   | 120                                   | 3 hours                       | 0        | 10 | 20  | 10            | 40    | 160 |                         |
| 4             | 0 | 0 | 4 | 0                                   | 0                                    | 0                                     | NA                            | 0        | 40 | 20*                                       | 40            | 160   | 160 |                         |
| 4             | 1 | 0 | 3 | 30                                  | 10                                   | 40                                    | 1 hour                        | 0        | 30 | 60  | 30            | 120   | 160 |                         |
| 4             | 2 | 0 | 2 | 60                                  | 20                                   | 80                                    | 2 hours                       | 0        | 30 | 40  | 20            | 80    | 160 |                         |
| 2             | 1 | 0 | 1 | 30                                  | 10                                   | 40                                    | 1 hour                        | 0        | 10 | 20**                                      | 10            | 40    | 80  |                         |
| 2             | 0 | 0 | 2 | 0                                   | 0                                    | 0                                     | NA                            | 0        | 20 | 40**                                      | 20            | 80    | 80  |                         |
| 2             | 2 | 0 | 0 | 60                                  | 20                                   | 80                                    | 1 hour                        | 0        | 0  | 0   | 0             | 0     | 80  |                         |

#In case there is no end term Practical examination for any 4 credit course, which has only Practical component, this mark shall be added to Continuous Assessment of the Practical and the total of the CA for Practical shall be 120.

\*\*In case of courses of two credits which have practical component, either there shall be end term Practical Examination or end term written examination.

CA - Continuous Assessment  
IA - Internal Assessment

*Yours truly*

REGISTRAR



**जानकी देवी मेमोरियल कॉलेज**  
**JANKI DEVI MEMORIAL COLLEGE**

(दिल्ली विश्वविद्यालय) / (University Of Delhi)

राज गंगा राम अस्पताल यार्म, नई दिल्ली-110060

Sir Ganga Ram Hospital Marg, New Delhi-110060

फ़ोन/फ़ैक्स: 49876830, ई-मेल: jdmcollege@hotmail.com, वेबसाइट/Website: <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एं नाईक प्रत्याखित A+ महाविद्यालय

An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

S

- Policy for Internal Assessment and Attendance as displayed on the College Website

<https://www.jdm.du.ac.in/pdf/policy-documents/Policy-for-Internal-Assessment.pdf>



**जानकी देवी मेमोरियल कॉलेज**  
**JANKI DEVI MEMORIAL COLLEGE**

(दिल्ली विश्वविद्यालय)

राज गंगा राम अस्पताल यार्म, नई दिल्ली-110060

Sir Ganga Ram Hospital Marg, New Delhi-110060

फ़ोन/फ़ैक्स : २५८७६७५४४ फैक्स : २५९९९६३२

Tel. : 25787754, Fax : 25710832

E-mail : jdmcollege@hotmail.com, <http://jdm.du.ac.in>

**POLICY FOR INTERNAL ASSESSMENT AND ATTENDANCE**

Janki Devi Memorial College is a constituent college of University of Delhi and hence adheres to all the University norms and guidelines related to internal assessment. All faculty members follow the guidelines laid down and issued from time to time by the University of Delhi pertaining to Internal Assessment [Ordinance VIII-E] (<http://www.jdm.du.ac.in/examination.html>) and Attendance [Ordinance-VII (2)] (<http://www.jdm.du.ac.in/attendance-requirement.html>)

- Faculty members adopt varied internal assessment methodologies such as paper presentations, regular assignments, projects, role plays, mid-term exams etc. to assess the students on different parameters of knowledge, understanding and application to ensure continuous learning.
- As per the University norms, the college assigns 25% of the maximum marks in each paper in undergraduate courses for Internal Assessment and the remaining 75% marks for the annual/semester University Examination.
- As per the University regulations, the college assigns 10% weightage to Internal Test/Examinations, 10% to assignments/project reports/presentations/term papers/seminars and 5% for attendance.
- The College follows the provisions under Ordinance-VII (2) related to the attendance rules. The 5% weightage for attendance, is assigned as follows:

More than 67% but less than 70% - 1 mark

70 % or more but less than 75% - 2 marks

75 % or more but less than 80% - 3 marks

80% or more but less than 85% - 4 marks

85% and above - 5 marks

- Following the University rules, the college gives due credit for the medical certificate submitted by any student. Such certificates are considered for the purpose of assessing the eligibility of a student to appear for examinations as per the existing provisions of the University.
- Where any student is selected for participating and/or representing the University in sports, NCC or other approved activities organized by the Inter- University Board or in National or International



*Swati Pal*

जानकी देवी मेमोरियल कॉलेज  
(दिल्ली विश्वविद्यालय)

**JANKI DEVI MEMORIAL COLLEGE**

(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-११००६०

Sir Ganga Ram Hospital Marg, New Delhi-110060

सूरभाष : २५७९६७०७५४ फैक्स : २५७९०८३२

Tel. : 25787754, Fax : 25710832

E-mail : jdmcollege@hotmail.com, <http://jdm.du.ac.in>



events approved by the Vice Chancellor, the institution complies with the internal assessment guidelines laid down by the University in the provisions of Ordinance.

- The College has different levels of redressal mechanisms for addressing any discrepancy or grievances related to Internal Assessment.
  - a) Students contact the concerned teacher and the grievance gets resolved.
  - b) If the student is dissatisfied, she can reach out to the Department-level Moderation Committee.
  - c) If the issue is unresolved, student can approach the Monitoring Committee and College Grievance Cell.



*3wari Pal*



## जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

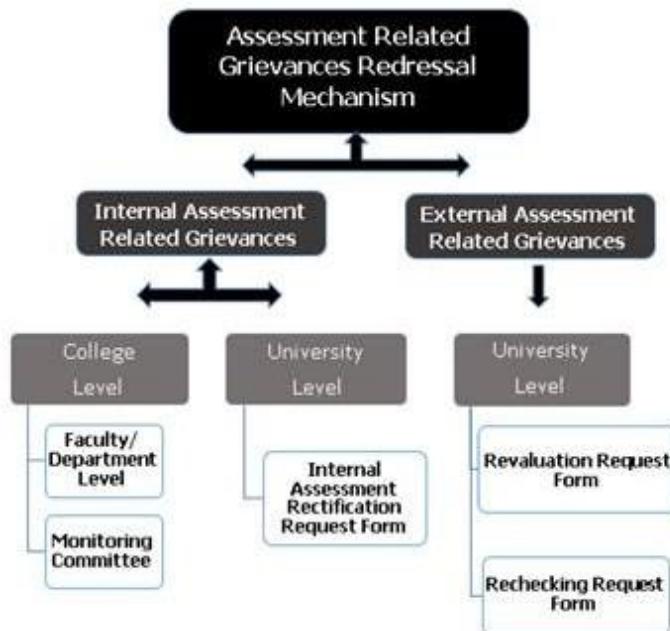
(दिल्ली विश्वविद्यालय) / (University Of Delhi)

राम गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरध्वाप/Tel: 49876630, ई-मेल/E-mail: jdmcollege@hotmail.com, वेबसाइट/Website: <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

## 1.2) Internal Assessment Related Grievance Mechanism



## Table mentioning IA /CA Marks Distribution based on Paper Credits

TABLE-1

| Total Credits | L | T | P | End term Theory Exam marks | Internal Assessment (IA) marks | Total of theory exam and IA | Duration of theory exam | Tutorial | Practical marks |      |                                  |           | Grand Total marks |
|---------------|---|---|---|----------------------------|--------------------------------|-----------------------------|-------------------------|----------|-----------------|------|----------------------------------|-----------|-------------------|
|               |   |   |   |                            |                                |                             |                         |          | CA              | CA   | End term practical/ written exam | Viva-voce |                   |
| 4             | 3 | 1 | 0 | 90                         | 30                             | 120                         | 3 hours                 | 40       | 0               | 0    | 0                                | 0         | 160               |
| 4             | 3 | 0 | 1 | 90                         | 30                             | 120                         | 3 hours                 | 0        | 10              | 20   | 10                               | 40        | 160               |
| 4             | 0 | 0 | 4 | 0                          | 0                              | 0                           | NA                      | 0        | 40              | 80#  | 40                               | 160       | 160               |
| 4             | 1 | 0 | 3 | 30                         | 10                             | 40                          | 1 hour                  | 0        | 30              | 60   | 30                               | 120       | 160               |
| 4             | 2 | 0 | 2 | 60                         | 20                             | 80                          | 2 hours                 | 0        | 20              | 40   | 20                               | 80        | 160               |
| 2             | 1 | 0 | 1 | 30                         | 10                             | 40                          | 1 hour                  | 0        | 10              | 20** | 10                               | 40        | 80                |
| 2             | 0 | 0 | 2 | 0                          | 0                              | 0                           | NA                      | 0        | 20              | 40** | 20                               | 80        | 80                |
| 2             | 2 | 0 | 0 | 60                         | 20                             | 80                          | 2 hours                 | 0        | 0               | 0    | 0                                | 0         | 80                |

#In case there is no end term Practical examination for any 4 credit course, which has only Practical component, this mark shall be added to Continuous Assessment of the Practical and the total of the CA for Practical shall be 120.

\*\*In case of courses of two credits which have practical component, either there shall be end term Practical Examination or end term written examination.

CA - Continuous Assessment  
IA - Internal Assessment

*Yours Captain*  
REGISTRAR

## 2. WEBLINKS

### 2.1 University Rules related to Internal Assessment and examination

<https://www.jdm.du.ac.in/examination.html>

### 2.2 University rules related to attendance

<https://www.jdm.du.ac.in/attendance-requirement.html>

### 2.3 Internal assessment marks are displayed on the college website

<https://www.jdm.du.ac.in/internal-assessment.html>

### 2.4 Rechecking Request Form of the University

[https://www.du.ac.in/du/uploads/Forms/students\\_related\\_forms/04072014\\_rules-recheking.pdf](https://www.du.ac.in/du/uploads/Forms/students_related_forms/04072014_rules-recheking.pdf)

### 2.5 Revaluation-Request-Form of the University

[https://www.du.ac.in/du/uploads/Forms/students\\_related\\_forms/22072016\\_Revaluation\\_Form\\_1.pdf](https://www.du.ac.in/du/uploads/Forms/students_related_forms/22072016_Revaluation_Form_1.pdf)

3. Academic Calendar for 2024-2025 for all semesters, for students under NEP

Under Graduate Academic Calendar 2024-2025



दिल्ली विश्वविद्यालय  
UNIVERSITY OF DELHI

Acad.I/299/Academic Calendar/359

Dated 02.08.2024

NOTIFICATION

The Academic Calendar to be followed for the first year of Undergraduate Courses for the academic session 2024-25, is hereby notified for necessary compliance by all concerned:

| <b>Semester I</b>   |  |
|---|--|
| Classes Begin   | 29 <sup>th</sup> August, 2024 (Thursday)   |
| Mid Semester Break  | 27 <sup>th</sup> October, 2024 (Sunday) to 3 <sup>rd</sup> November, 2024 (Sunday) |
| Classes began after Mid Semester Break                                  | 4 <sup>th</sup> November, 2024 (Monday)  |
| Dispersal of classes, preparation leave and practical examination begin | 24 <sup>th</sup> December, 2024 (Tuesday)  |
| Theory examinations begin   | 6 <sup>th</sup> January, 2025 (Monday)   |
| Winter Break  | 25 <sup>th</sup> January, 2025 (Saturday)  |
| <b>Semester II</b>  |  |
| Classes begin   | 27 <sup>th</sup> January, 2025 (Monday)  |
| Mid Semester Break  | 9 <sup>th</sup> March, 2025 (Sunday) to 16 <sup>th</sup> March, 2025 (Sunday)      |
| Classes begin after Mid semester break                                  | 17 <sup>th</sup> March, 2025 (Monday)  |
| Dispersal of classes, preparation leave and practical examination begin | 25 <sup>th</sup> May, 2025 (Sunday)  |
| Theory Examination Begin  | 7 <sup>th</sup> June, 2025, (Saturday)   |
| Summer Vacation   | 29 <sup>th</sup> June, 2025 (Sunday) to 20 <sup>th</sup> July, 2025 (Sunday)       |

*Neelam*  
Neelam  
REGISTRAR



## दिल्ली विश्वविद्यालय UNIVERSITY OF DELHI

Acad.I/299/Academic Calendar/318

Dated 09.07.2024

### NOTIFICATION

The Academic Calendar to be followed for the III<sup>rd</sup>, IV<sup>th</sup>, V<sup>th</sup>, &VI<sup>th</sup>, semester of the Undergraduate Programmes for the academic session 2024-25, is hereby notified for necessary compliance by all concerned:

| <b>Semester III/V</b>   |   |
|---|---|
| Classes Begin   | 1 <sup>st</sup> August, 2024 (Thursday)   |
| Mid Semester Break  | 27 <sup>th</sup> October, 2024 (Sunday) to 3 <sup>rd</sup> November, 2024 (Sunday)    |
| Classes began after Mid Semester Break                                  | 4 <sup>th</sup> November, 2024 (Monday)   |
| Dispersal of classes, preparation leave and practical examination begin | 28 <sup>th</sup> November, 2024 (Thursday)  |
| Theory examinations begin   | 10 <sup>th</sup> December, 2024 (Tuesday)   |
| Winter Break  | 29 <sup>th</sup> December, 2024 (Sunday) to 1 <sup>st</sup> January, 2025 (Wednesday) |
| <b>Semester IV/VI</b>   |   |
| Classes begin   | 2 <sup>nd</sup> January, 2025 (Thursday)  |
| Mid Semester Break  | 9 <sup>th</sup> March, 2025 (Sunday) to 16 <sup>th</sup> March, 2025 (Sunday)         |
| Classes begin after Mid semester break                                  | 17 <sup>th</sup> March, 2025 (Monday)   |
| Dispersal of classes, preparation leave and practical examination begin | 30 <sup>th</sup> April, 2025 (Wednesday)  |
| Theory Examination Begin  | 13 <sup>th</sup> May, 2025 (Tuesday)  |
| Summer Vacation   | 1 <sup>st</sup> June, 2025 (Sunday) to 20 <sup>th</sup> July, 2025 (Sunday)           |

In order to give effect to the above mentioned Academic Calendar for the Academic Session 2024-25, summer vacation notified in the existing Academic Calendar for the Undergraduate Programmes for the academic session 2023-24 has been extended from 22<sup>nd</sup> July, 2024 to 31<sup>st</sup> July, 2024.

*Neetu*  
9/7/24  
REGISTRAR



## जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय) / (University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

टूर्नामेंट/Tel.: 49876830, ई-मेल/E-mail: jdmcollege@hotmail.com, वेबसाइट/Website: <http://jdm.cu.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

सन्दर्भ सं./Ref.No: JDM/2025-26/Notices/

दिनांक/Dated: 19-05-2025

## NOTICE

### INTERNAL ASSESSMENT, CONTINUOUS ASSESSMENT (TUTORIAL) AND PRACTICAL MARKS OF SEMESTER-2 STUDENTS

All faculty members are requested to note the **TIMELINE** as given below to upload the Internal Assessment and Continuous Assessment (TUTORIAL) marks of Semester IV and VI students on the college portal <https://jdmcollege.co.in/Login.aspx>:

| विवरण/Description  | अंतिम तिथि/Last Date    |
|--|-------------------------|
| Uploading of <b>Attendance, IA and CA (Tutorial) marks</b> on the College Portal by all teachers   | 26.05.2025              |
| Submission of Hard Copies (Printouts) of Statement of Internal Assessment and Tutorial marks by the Teachers of the papers (signed by the students) taught by them to the Administrative Office.                       | 30.05.2025<br>Upto 5 pm |
| It is the responsibility of the teachers to get the statement of IA and Tutorial marks signed by the students of the papers taught by them.  |                         |
| NOTE: Printouts can be taken from the College Portal after submission of Internal Assessment/Tutorial Marks. Computer Lab 2 and 3 will be available for taking the printouts.  |                         |
| Last date for uploading of <b>PRACTICAL Marks</b> of EVS/VAC/SEC/DSC/DSE on the College Portal.<br>Submission of <b>HARD COPIES</b> of EVS/SEC/VAC Papers (PRACTICAL COMPONENT) (DULY SIGNED by the teacher concerned) | 06.06.2025<br>Upto 5 pm |
| Marks of IA and CA (Tut) will be uploaded on the University Portal by the Administrative Office on the University Samarth Portal<br><b>(Kindly note that no change in IA and TU will be allowed after 28.05.2025)</b>  | 29.05.2025              |

\* Kindly ensure that the moderation of each paper should be done by the Moderation Committee at the departmental level and document the same with the signature of all members of the Committee.

*Swati Pal*

Prof Swati Pal  
Principal

Internal Assessment Monitoring Committee



## SCREENSHOT OF IA PORTAL OF THE STUDENT

The screenshot shows a web browser window for jdmcollege.co.in. The header includes a logo, the college name 'Janki Devi Memorial College', the semester 'Semester Examination (Semester Examination May-June 2023)', and a 'Logout' link. The main content area is titled 'Student Internal Assessment Details' and displays student information and a table of papers opted by the student.

**Student Internal Assessment Details**

College: Janki Devi Memorial College  
College Rollno: 22/522  
Exam Rollno: 22031504081  
Name: Ishika Kanchik  
Exam Type: CBCS\_NEP  
Course: 22504 (NEP) B.COM. (HONS.)  
Part: I  
Semester: II

**Paper opted by the student**

| Sr. No. | COLL_ROLLNO | ROLLNO      | PAPER_ID   | PAPER_NAME                     | Max IA | Final IA Marks | Max TU | TU (C/A) | TU (Amd.) | Mod. | Final TU Marks | Details |
|---------|-------------|-------------|------------|--------------------------------|--------|----------------|--------|----------|-----------|------|----------------|---------|
| 1       | 22/522      | 21031504081 | 2034081236 | TRAVEL WRITING                 | 30     | 12             | 40     | 17       | 0         |      | 17             | Details |
| 2       | 22/522      | 21031504081 | 2051081392 | HINDI OPCHARK LEKHAN - HINDI-B | 20     | 17             |        |          |           |      |                | Details |
| 3       | 22/522      | 21031504081 | 2136090093 | YOGA IN PRACTICE               | 0      | 0              | 0      |          | 0         |      |                | Details |
| 4       | 22/522      | 21031504081 | 2412081231 | CORPORATE ACCOUNTING           | 30     | 21             | 40     | 23       | 3         |      | 36             | Details |
| 5       | 22/522      | 21031504081 | 2412081232 | COMPANY LAW                    | 30     | 24             | 40     | 32       | 5         |      | 37             | Details |
| 6       | 22/522      | 21031504081 | 2412081233 | HUMAN RESOURCE MANAGEMENT      | 30     | 25             | 40     | 26       | 0         |      | 26             | Details |
| 7       | 22/522      | 21031504081 | 6947080019 | THE ART OF BEING HAPPY         | 10     | 9              |        |          |           |      |                | Details |

**Details of IA Marks**  
**Details of TU**

Internal Assessment related notice issued by the college to faculty members regarding timely uploading of IA Marks and screenshot of IA portal for students of NEP



## जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरध्वाप/Tel.: 49676630, ई-मेल/E-mail: jdmcollege@hotmail.com, वेबसाइट/Website: <http://jdm.du.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

सन्दर्भ सं./Ref.No: JDM/2024-25/Notices/

दिनांक/Dated:24-01-2025

### NOTICE

#### INTERNAL ASSESSMENT MARKS AND CONTINUOUS ASSESSMENT MARKS FOR SEMESTER-1

All faculty members are requested to note the following **TIMELINE** for uploading the , Continuous Assessment and Practical Marks on the college portal <https://jdmcollege.co.in/Login.aspx>:

| विवरण/Description  | अंतिम तिथि/Last Date        |
|--|-----------------------------|
| Uploading of the IA and CA (Tutorial) marks on the College Portal by the teachers of Sem-1   | 30.01.2025                  |
| Uploading of CA (Practical) marks of VAC, AEC & SEC papers and marks of Practical Examinations of Sem-1  | 30.01.2025                  |
| Display of IA and CA (Tutorial) marks on the College Portal:<br><a href="https://jdmcollege.co.in/Login.aspx">https://jdmcollege.co.in/Login.aspx</a>                            | 31.01.2025 to<br>03.02.2025 |
| <b>Students may raise query/ resolve discrepancies with the teacher concerned, if any and must confirm/verify internal and continuous assessment marks on the portal itself.</b> |                             |

Please note:

1. Teachers should refer to Table 1 attached for reference for calculation of IA and CA. It is also available in the Attendance Register.
2. Regarding the Continuous Assessment (CA), please note that CA (Tutorial and Practical) marks are to be uploaded on the college Attendance-cum-IA Portal both for theory and practical based papers.
3. For a 4 credit paper 3L + 1T, teachers will enter CA (tutorial) out of 35 marks and not out of 40 as 5 marks are for tutorial attendance.
4. Teachers should ensure that the tutorial attendance must be entered separately on the portal.
5. Students can raise query/ resolve discrepancies with the teacher concerned, if any and must confirm/ verify internal / continuous assessment marks on the portal itself.

*Swati Pal*

Prof Swati Pal  
Principal

Internal Assessment Monitoring Committee



Internal Assessment related notice issued by the college to students informing them about the uploading of IA Marks and screenshot of IA portal for students of NEP



## जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

दूरभाष/ Tel. : 49878830, ई-मेल/E-mail : jdmcollege@hotmail.com, वेबसाइट/Website : <http://jdm.cu.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

सन्दर्भ सं./Ref.No: JDM/2024-25/Notices/73

दिनांक/Dated:24-01-2025

### सूचना/NOTICE

#### सेमेस्टर-1 के लिए आंतरिक मूल्यांकन और सतत मूल्यांकन अंक / INTERNAL ASSESSMENT AND CONTINUOUS ASSESSMENT MARKS FOR SEMESTER-1

सभी छात्रों से अनुरोध है कि वे आंतरिक मूल्यांकन और सतत मूल्यांकन अंक के लिए निम्नलिखित समय-सीमा पर ध्यान दें: / All students are requested to note the following timeline for Internal Assessment and Continuous Assessment Marks:

|  |                          |
|--|--------------------------|
| कॉलेज उपस्थिति और आंतरिक मूल्यांकन पोर्टल पर IA और CA अंकों का प्रकाशन / Display of IA and CA marks on the College Attendance and Internal Assessment Portal <a href="https://jdmcollege.co.in/Internet/Index.aspx">https://jdmcollege.co.in/Internet/Index.aspx</a>   | 04.02.2025 to 07.02.2025 |
| छात्र संबंधित शिक्षक के साथ विसंगतियों, यदि कोई हो, के समाधान के लिए प्रश्न कर सकते हैं। सभी छात्रों को पोर्टल पर ही आंतरिक और निरंतर मूल्यांकन अंकों की पुष्टि/ सत्यापन करना होगा।<br>Students can raise query/ resolve discrepancies with the teacher concerned, if any and must confirm/verify internal and continuous assessment marks on the portal itself. |                          |

सभी विद्यार्थियों को पोर्टल पर ही आंतरिक एवं सतत मूल्यांकन अंकों की पुष्टि/सत्यापन करना अनिवार्य है। / It is compulsory for all students to confirm/verify internal and continuous assessment marks on the portal itself.

07 फरवरी, 2025 के बाद आंतरिक मूल्यांकन और सतत मूल्यांकन में सुधार के लिए पूछताछ पर विचार नहीं किया जाएगा। / Enquiries for correction of Internal Assessment and Continuous Assessment will not be entertained after 03<sup>rd</sup> February, 2025.



आंतरिक मूल्यांकन अनुवीक्षण समिति  
Internal Assessment Monitoring Committee

(प्रो. स्वाति पाल /PROF SWATI PAL)  
प्राचार्य /PRINCIPAL

*Swati Pal*

vi) List of Committees- Moderation, Monitoring and Grievance Redressal Committee



## जानकी देवी मेमोरियल कॉलेज JANKI DEVI MEMORIAL COLLEGE

(दिल्ली विश्वविद्यालय)/(University Of Delhi)

सर गंगा राम अस्पताल मार्ग, नई दिल्ली-110060  
Sir Ganga Ram Hospital Marg, New Delhi-110060

टूर्नामेंट/Tel.: 49676630, ई-मेल: jdmcollege@hctmail.com, वेबसाइट/Website: <http://jdm.cu.ac.in>

आइ एस ओ 21001 : 2018 व आइ एस ओ 9001 : 2015 प्रमाणित एवं NAAC प्रत्यायित A+ महाविद्यालय  
An ISO 21001 : 2018 and ISO 9001 : 2015 Certified and NAAC Accredited 'A+' College

Ref.: JDM/2024-25/Notices/

Dated: 07-Oct-2024

### NOTIFICATION

The committees regarding the moderation and monitoring of the Internal Assessment and Grievance Redressal for the Academic Session 2024-25 are notified as follows:

#### ***Moderation Committee***

Present and Previous Teachers-in-charge of department  
One senior faculty of the department

#### ***Monitoring Committee***

**Chairperson – Prof Swati Pal, Principal**  
**Convenor – Prof. Sandhya Garg**  
**Bursar – Mrs. N. Muralidhar**  
**Secretary, Staff Council – Dr. Prerna Arora**  
Dr. Payal Nagpal – Coordinator, IQAC  
Dr. Shilpa Choudhary - Economics  
Mrs. Anshu Suri – Commerce  
Dr. Abha Jain – Phy. Edu.

#### ***Students' Grievance Redressal Committee***

Prof. Swati Pal, Principal-Chairperson  
Dr. Ruby Bhardwaj  
Dr. Tara Sheemar  
Prof. Payal Nagpal  
Ms. Pouriangthanliu

*Swati Pal* -

PROF SWATI PAL  
PRINCIPAL

