

# 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

दूरभाष : २५७८७७५४ फ़ैक्स : २५७९०८३२

Tel. : 25787754, Fax : 25710832

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### 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*

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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.



*Swati Pal*