

# SONARI COLLEGE

Affiliated to Dibrugarh University



***AQAR for the period: 2023-24***

<b>Criterion 2</b>	<b>TEACHING- LEARNING AND EVALUATION</b>
<b>Key Indicator 2.5</b>	<b>EVALUATION PROCESS AND REFORMS</b>
<b>Metric No. 2.5.2</b>	<b>Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient</b>

Submitted to



Submitted by **IQAC, Sonari College, P.O. Sonari,  
Dist : Charaideo, PIN : 785690 (Assam)**

### **2.5.2. Mechanisms to deal with internal examination related grievances is transparent, time bound and efficient.**

The institution ensures a transparent and student-centric approach to internal examinations. Any grievances related to the examination process or marking are addressed promptly and effectively. A fair and open system is maintained, allowing students to review the marks they have secured in various papers. If discrepancies are found, they are resolved immediately to ensure student satisfaction and uphold academic integrity.

For students who are unable to appear for internal examinations due to valid reasons, the college arranges special examinations. This provides them with an opportunity to complete the missed assessments without any disadvantage. Such measures reflect the institution's commitment to accommodating genuine concerns while maintaining academic rigor.

Marks obtained by students in various assessments are regularly displayed on departmental notice boards, ensuring transparency and accessibility. This practice keeps students informed about their performance and helps them track their academic progress.

By addressing grievances swiftly and offering second chances through special exams, the institution fosters a supportive and inclusive environment. The focus on transparency and fairness in assessments underscores its dedication to maintaining high standards of academic excellence.

  
Principal  
SONARI COLLEGE  
SONARI



  
CO-ORDINATOR  
IQAC  
SONARI COLLEGE

## Sample of Application of Students

To ,

The Head of the Department  
Physics Department  
Sonari College

Date: 07.10.2023

Subject: Application for exam leave .

Respected Maham ,

I want to inform you that I have a competitive exam under oil India limited on next week Monday for which I have to attend. I cannot continue my 1st paper's sessional exam on that day. So , through this application, I just want to request you to kindly grant me leave on 9th of October, 2023 .

So, I hope you will consider my application & allow me to leave as soon as possible . so that I can attend the exam .

Thank you ,

Yours Sincerely

Animesh Chutia

Rollno: 49

3rd Semester, BSc

Sonari College .

  
Principal  
SONARI COLLEGE  
SONARI



  
CO-ORDINATOR  
IQAC  
SONARI COLLEGE





# ऑयल इंडिया लिमिटेड

## Oil India Limited

(ADVERTISEMENT NUMBER: HRAQ/REC-WP-8/2023-66 DATED 28/03/2023)

### E-ADMIT CARD FOR COMPUTER BASED TEST (CBT)

(Important: Please take printout of the Admit Card in coloured format only with clear vision of photograph)

Post Code	PCM12023	PLEASE AFFIX/PASTE (DO NOT STAPLE) RECENT COLOR PHOTOGRAPHS UPLOADED IN ONLINE APPLICATION AND SIGN ACROSS		
Registration Number	1265106			
Name of the Candidate	ANIMESH CHETIA			
Father's Name	UTPAL CHETIA			
Candidate's Roll No	3210201288			
Date of Birth	22-09-2003			
Category [General/SC/ST/OBC]	OBC			
Non-Creamy Layer (Yes/No)	Yes			
Economically Weaker Section (Yes/No)	No			
Ex-Serviceman (Yes/No)	No			
PwBD (Yes/No) [If Yes category]	No			
WCL of OIL (Yes/No)	No			
Gender	Male			
<b>NAME AND ADDRESS OF COMPUTER BASED TEST (CBT) CENTER:</b>				
Lahowal College ( Digital Zone 2)(2102) Near Lohool Railway Station,Dullajan Road Dibrugarh Assam, 786010				
<b>Date &amp; Time of CBT</b>		<b>Reporting Time</b>	<b>Gate Closing Time</b>	
09-Oct-2023, 11:30 AM to 01:30 PM		10:30 AM	11:00 AM	
Certificate: I have verified the photo printed above with the face of the candidate			Yours faithfully	
(Invigilator's Signature)			(Authorized Signatory)	
<b>Scheme of Examination for CBT</b>				
<b>Types of Questions</b>	<b>Syllabus</b>	<b>No. of Questions</b>	<b>Total Marks</b>	<b>Duration</b>
Total 100 numbers of Multiple Choice (Objective Type) Questions with four alternative options with one right answer. Questions will be in English and Assamese only	Section A: English language & General Knowledge/Awareness and Questions on Oil India Limited	20	100	2 hours
	Section B: Reasoning, Arithmetic/Numerical & Mental Ability	20		
	Domain or Relevant Technical Knowledge: Section C: Questions will be based on the qualification prescribed for the post and commensurate with the level of the post.	60		
Each question shall carry one mark. There will be no negative marking in the Computer Based Test (CBT). The pass mark to qualify in the Computer Based Test (CBT) will be minimum 40% marks for SC/ ST/ Persons with Benchmark Disabilities (wherever reservation is applicable) and minimum 50% marks for others. Final selection will be made in order of merit on the basis of the marks obtained in the Computer Based Test (CBT) only. In the final merit list for selection, if Computer Based Test (CBT) marks of more than one candidate are same, then the candidate who obtains more marks in Part-C of the Computer Based Test (CBT) will be given preference. In case, if the marks in Part-C are same, then the candidate who obtains more marks in Part-B will be given preference. If the marks in Part-B are also same, then the candidate older in age will be given preference in the final merit list.				

Page 1 of 3

Principal  
SONARI COLLEGE  
SONARI



CO-ORDINATOR  
IQAC  
SONARI COLLEGE

## Notice for Special Examination to be conducted

### OFFICE OF THE VICE-PRINCIPAL SONARI COLLEGE, SONARI


#### Notification

Date:- 14/10/2023

It is notified for information of those students who could not/did not appear in the In-Semester Examination ( 1<sup>st</sup> & 2<sup>nd</sup> combined) held from 09/10/2023 to 14/10/2023 that a **Special In-Semester Examination** will be conducted for them from 17/10/2023 to 20/10/2023 for their convenience. They have to appear in the same Examination without fail.

They must remember that internal assessment marks cannot be/will not be considered for them if they do not appear in the In- Semester Examination.

This must be treated as **Most Urgent**.

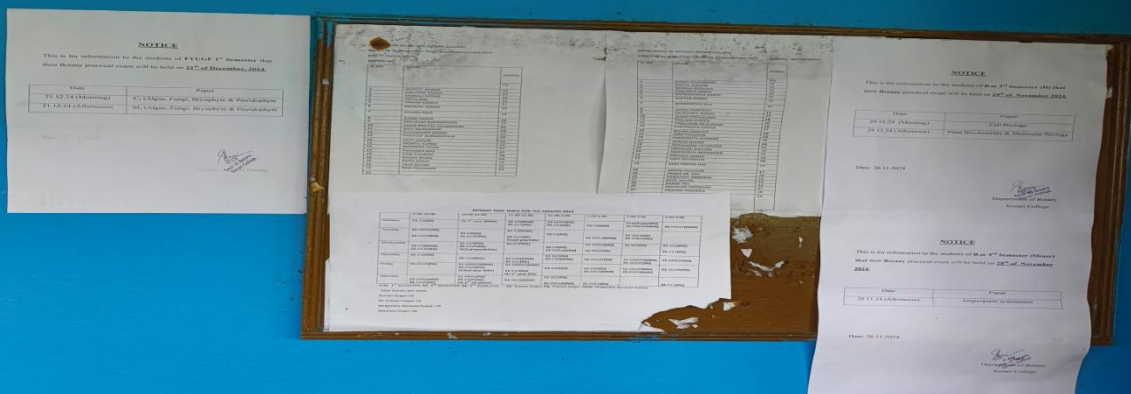
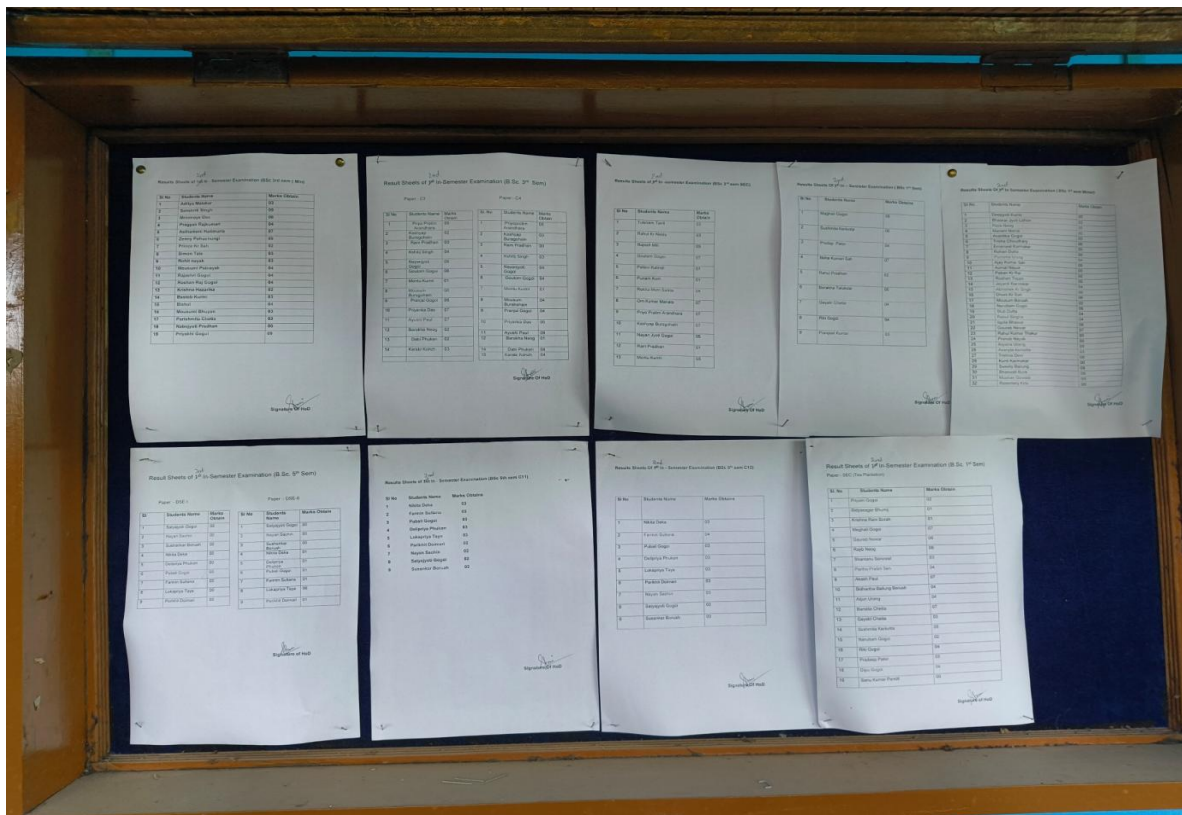
  
14/10/23  
(Dr. Sunil Dutta)  
Vice-Principal  
Sonari College  
Vice-Principal  
Sonari College Sonari

  
Principal  
SONARI COLLEGE  
SONARI



  
CO-ORDINATOR  
IQAC  
SONARI COLLEGE

## Sample of displaying internal marks in the Departmental notice boards



Principal  
SONARI COLLEGE  
SONARI



CO-ORDINATOR  
IQAC  
SONARI COLLEGE