

 The logo of SNDT Women's University, featuring a circular emblem with a portrait of a man, the text 'SNDT WOMEN'S UNIVERSITY' around the top, and 'Estb:1916' at the bottom.	<p>SNDT Women's University, Mumbai</p>	<p>An Enlightened Woman is a Source of Infinite Strength</p>
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**SNDT Arts and Commerce College for Women, Karve Road,
Pune 411038**

**Internal Examination Policy
2019 - 20**

Introduction

The examinations play an important role in deciding academic performance and future career choice of the students. In the current scenario to face competitive forces, ever-changing technology and altering needs of industry and service sector, there is a need to inculcate required skills and decision making capacities amongst the students. Hence, internal examination policy aims at covering different types of assessment to assess various abilities of the students such as application and presentation skills, analysis, evaluation, etc.

In SNTD Women's University there is semester pattern of examination. During one semester for each subject there is internal examination of 25 marks and semester end examination of 75 marks. As per the SNTD Women's University circular Exam 2009/2009-2010/1849 dated 30th November 2009 the student must get separate passing marks in internal (minimum 9 marks out of 25) and external examination (minimum 26 marks out of 75). Student must get minimum 9 marks in internal examination to be eligible to appear for semester end examination.

It is the responsibility of teachers and students to read, understand and to help in effective implementation of this policy.

Goals of policy

- To ensure efficient and transparent conduct of internal examinations in the best interest of students.
- To provide clear guidelines to students and teaching faculty regarding internal examinations.

Internal examination policy measures for 2019-20

Out of 25 marks per subject in each semester -

- I. For 15 marks -Two written tests
- II. For 10 marks - Assignments, projects, Google classroom test, PPT etc.

1. For 15 marks -

- i. First internal written test will be conducted by the teachers in the class.
- ii. Second internal written examination will be conducted with regular timetable for the entire senior college.

2. For 10 marks-

Assignments, projects, PPT etc. will be conducted by the teachers. (minimum two and maximum number will be according to the discretion of concerned teacher)

Note:

- The students are expected to strictly adhere to the schedule of internal submissions. Please note that late submissions will not be considered for marks.

- Every student is expected to **attempt minimum one internal written test of 15 marks**. If the student attempts both the tests, best of the two marks scored by her will be considered for calculation of internal marks.
- Every student has to **complete minimum one project of 10 marks**. If the student undertakes both the projects, best score out of two projects will be considered for calculation of internal marks. Late submissions of the projects will not be considered for internals.
- **Every student has to submit minimum two Continuous Internal Evaluation (CIE) tasks online to qualify her for getting 10 marks of the project-assignments.**
- Clearance Status regarding one internal test of 15marks and at least one assignment of 10 marks (Total 25 marks) will be reported by the teachers during 7th week. The record of absent students and failed students will be displayed by the teachers in the class.
- The final internal marks out of 25 will be uploaded in the Google classroom during 11th week and the student is expected to make it sure that she scores minimum 9 marks out of 25 for qualifying to appear for the final examination.
- Internal passing status should be signed by the students for all subjects.
- **Facilities will be provided for Divyang students as per “महाराष्ट्र शासन निर्णय संकीर्ण२०१६/प्र. क्र.३०२/विशी-३”**
- **Special Considerations-** The students who represent college/university in sports, cultural activities, NCC or NSS during internal examination schedule shall take prior permission of the concerned subject teachers, so that necessary arrangement can be made for them.

Tentative schedule of internal examination during term I and II

2019-20

Name of examination	Marks	Time
Written internal test (2 tests)	15	5 th and 9 th week from the commencement of teaching during each semester
Project, assignment (2 projects)	10	6 th and 10 th week from the commencement of teaching during each semester
CIE (online tests) (minimum 3 maximum according to discretion of the teacher)	5	2 nd , 3 rd , 4 th , 7 th and 8 th week from the commencement of teaching during each semester
Display of final internal marks	25	11 th week from the commencement of teaching during each semester
