



# MIC ARTS AND SCIENCE COLLEGE

ATHANIKKAL, VALLUVAMBRAM P.O,  
MALAPPURAM, KERALA-673642

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✉ [www.miccollege.in](http://www.miccollege.in) [micacollege.in](http://micacollege.in)

Affiliated to University of Calicut,

Recognized by Govt. of Kerala

Recognized by UGC under Section 2(f)

An ISO 9001:2015 ISO Certified Institution

## EVALUATION POLICY

**MIC Arts & Science College** adheres to a comprehensive evaluation system as per university regulations, ensuring fair and transparent assessment of students. The evaluation process includes both internal assessments and external university examinations.

### 1. Internal Assessments

- **Process:**

Internal assessments are conducted and monitored by the Internal Examination Cell, which oversees examination schedules, evaluation processes, and publication of results.

- **Centralized Examinations:**

A single centralized internal examination is conducted annually for all programs.

- **Coordinator:**

Mr. Ajmal C.K. (Assistant Professor, Department of English).

### 2. External Examinations

- **University Examinations:**

External examinations are conducted at the end of each semester by the university.

- **Oversight:**

The External Examination Cell ensures the smooth conduct of these examinations.

- **Key Personnel:**

Chief Superintendent: Abdul Rasheed P. (Principal In-Charge).

Additional Chief Superintendent: Mr. Muneeb V.P. (Assistant Professor, Commerce).

### 3. Grievance Redressal Mechanism

Each department has a Grievance Redressal Cell to handle grievances related to internal examinations. The Institutional Grievance Redressal Cell addresses unresolved grievances from the department level. If grievances remain unresolved, they are forwarded to the University Grievance Cell for further action.

Convener:

Mr. Abdul Rasheed P. (Principal In-Charge).

### Commitment to Fair Evaluation

The college ensures a robust and transparent evaluation process, fostering academic integrity and addressing student concerns effectively through its well-structured mechanisms.