



Evaluation Policy

The formative evaluation at Jamia Nadwiyya Women's Arabic College is conducted in alignment with university regulations. A two-tier system of evaluation is implemented, comprising internal assessments and external university examinations.

Internal Assessments

- o The Internal Examination Cell oversees the conduct, evaluation, and result publication of internal exams. A centralized internal examination is held annually for all programs.
- o **Coordinator:** Sumayya E (Assistant Professor)

External Examinations

- o External examinations are conducted by the university at the end of each semester. The External Examination Cell manages these examinations.
- o **Chief Superintendent:** Ummer M (Assistant Professor)
- o **Additional Chief Superintendent:** Bajeena VP (Assistant Professor)

Grievance Redressal Mechanism

- o The institution follows a three-tier grievance redressal mechanism:
 1. Each department has a Grievance Redressal Cell for addressing issues related to internal exams.
 2. The Institutional Grievance Redressal Cell addresses grievances unresolved at the departmental level.
 3. If issues remain unresolved, they are forwarded to the University Grievance Cell.

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