



**METHODIST**  
**COLLEGE OF ENGINEERING & TECHNOLOGY**  
[Autonomous Institution]

Accredited by NAAC with A+ and NBA  
Affiliated to Osmania University & Approved by AICTE




## **Internal Examinations Grievance Redressal Mechanism**

An effective mechanism exists for redressal of grievances with reference to the evaluation. There is a possibility of that grievances may arise in question paper setting and/or evaluation of answer scripts.

The grievances related to out of syllabus questions or lengthy question papers with insufficient exam time or inappropriate evaluation, are brought to the notice of the concerned subject faculty by the students. If the grievance does not get resolved there, the student can approach the Head of the Department (HOD) for a suitable resolution. Keeping the Principal informed, the HOD is vested with the power to reconduct the examination, if necessary. The marks are displayed on the notice board at the end of each internal exam and also the consolidated marks of the CIE being submitted to the university is also displayed to the students.

All grievances are resolved before the CIE marks are submitted to the university. If the grievance still does not get resolved with the HOD the student can approach the Principal. As for SEE, based on the university guidelines and time frame prescribed, students can apply for either recounting and/or reevaluation by paying the prescribed fee.

  
**Principal**  
**PRINCIPAL**  
METHODIST COLLEGE OF ENGG. & TECH.  
King Koti Road, Abids, Hyderabad.