Policy on Declaration of Results

Godavari Institute of Engineering & Technology
Approved by AICTE, Permanently Affiliated to JNTUK, Kakinada
Chaitanya Knowledge City, NH-16, Rajamahendravaram
Andhra Pradesh, INDIA, PIN: 533296 ı www.giet.ac.in

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Policy on Declaration of Results

Introduction

The declaration of results is a crucial process in any educational institute that ensures transparency, fairness, and accuracy in evaluating students' academic performance. This policy document outlines the guidelines and procedures that are followed for the declaration of results at **Godavari Institute of Engineering & Technology (A), Rajahmundry.**

2. Evaluation Criteria

2.1 Grading System: Godavari Institute of Engineering & Technology adopts a grading system to assess students' performance. The grading system consists of letter grades such as O, A^+, A, B^+, B, P, F, AB for each course.

2.2 Weightage of Assessment Components: There are different types of courses like theory courses, projects and practical courses. For each such course there are different components of assessment such as external examinations, internal examinations, assignments etc. The evaluation of a student's performance is based on performances in all the components of assessment. The weightage assigned to each component will be clearly communicated to the students at the beginning of the academic semester/year.

2.3 Assessment Procedure: Internal assessments of all the courses are performed by the internal faculty members of the institution. External assessment of theory courses are performed by faculty member of other institutions but for practical courses and final projects external assessment is performed by both internal as well as external faculty members together.

2.4 Question Paper Setting: The question papers for external examination are set by faculty members of other prominent institution where as internal examination question papers are set by the internal faculty members of the Institution. With regards to external assessment component of an audit course, question paper setting and evaluation is done by internal faculty members of the Institution only.

3. Result Compilation

3.1 Grade Calculation: The final grade for each course is calculated based on the student's performance in all assessment components. The specific method of calculating the final grade, including the weightage of each component, will be communicated by the course instructor to the students well in advance.

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3.2 Result Tabulation: Once the final grades for all courses are calculated, they are tabulated and the results are then forwarded to the Principal's office for further process of declaration.

4. Result Verification

4.1 Reevaluation: If the grade obtained/awarded in any course is much less than what a student has expected, then he may apply for revaluation of theory courses through online by paying the prescribed fee. The reevaluation of the answer script will be conducted by Examination Section with a different evaluator, who has not done the first evaluation.

5. Result Publication

5.1 Notification: Once the results are verified and finalized, the results are published on the designated notice board and in the online examination portal accessible to the students on the Institution website. The date and time of result publication will be announced accordingly.

5.2 Individual Result Access: Each student can access to their individual results through student login into the online student portal. Students also receive a physical copy of their result.

6. Confidentiality and Privacy

6.1 Student Privacy: The Institute will adhere to strict privacy and confidential policies to protect students' personal information. The results will only be accessible to authorized college staff members who need to involve in the result declaration process.

6.2 Data Protection: The Institute will take necessary measures to secure student data and ensure compliance with applicable data protection laws and regulations.

7. Grievance Redressal

7.1 Result Grievance: If a student has any concerns or grievances regarding printing of the grades, names etc. they can follow the Institute's established procedure for correction. The procedure typically involves submitting a written complaint to the relevant authority, which will initiate an investigation and take appropriate action to resolve the issue.

8. Use of ICT and Institution Website for examination activities

All the Examination activities are Information and Communication Technology (ICT) enabled that makes the process of declaration of results quick. The Institute joined hands with National Academic depository (NAD) which is a 24X7 online, permanent and safe to store the Academic awards of the students. The Efforts are on to introduce the ACADEMIC BANK OF CREDITS (ABC) which shall provide a variety of services.

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The current status of Automation related to Examination activities are as follows.

Description of the Examination activity	Mode
Enrolment of students	ICT
Course Registration	ICT
Publishing the Examination Notification and Schedules	Online and Offline
Payment of Examination (Regular & Supplementary) fee	Online
Uploading of Internal Examination Marks	ICT
Display of Internal and External Examination Marks in student login	Online
Generation of Hall tickets/Admit cards	ICT
Declaration of results	Online
Applying for Revaluation	Online
Issue of Academic Transcripts	Online and Offline

Amendments to the Policy

This policy document is subject to periodic review and may be amended as deemed necessary. Any changes to the policy will be communicated to the college community in a timely manner.

Conclusion

The declaration of results at **Godavari Institute of Engineering & Technology (A), Rajahmundry** follows a systematic and transparent process to ensure fairness and accuracy. This policy document provides guidelines for the result declaration process, including evaluation criteria, result compilation, verification, publication, and student privacy. By adhering to this policy, **Godavari Institute of Engineering & Technology (A), Rajahmundry** aims to maintain the highest standards of academic integrity and provide a reliable assessment of students' performance.

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