

# VISION

*We are committed to be recognized as an institution that is a pace setter for following the examination calendar, declaring results in time and also committed to expanding the horizon and inspiring young minds towards academic excellence.*

## BEST PRACTICES ADOPTED IN EXAMINATION SECTION

- ❖ *Examination Calendar is reviewed and prepared before the start of the Semester is uploaded on SPCE website and followed scrupulously.*
- ❖ *Every year an Annual Report is prepared by Examination Committee.*
- ❖ *A Handbook of Examination Section is prepared providing guidelines for smooth functioning of examination section.*
- ❖ *Test1, Test2, End Semester, Re-Examination and Previous Semester Examination Time table is uploaded on website as per the exam calendar.*
- ❖ *Appointment letters to Internal and External examiners as per the Panel list received from Head of the Department at the start of every semester.*
- ❖ *Submission of synoptic along with manuscripts by Examiner guide in examination section.*
- ❖ *Display of Gazettes on Notice Board as per the dates mentioned in Exam Calendar.*
- ❖ *Provisional Passing Certificate along with grade sheet is issued to B.Tech. and M.Tech. students.*
- ❖ *Transparency in Examination Section by showing Assessed answer books with synoptic to students.*
- ❖ *Specific dates allotted for showing of assessed answer books with synoptic.*
- ❖ *Audit of Exam procedure, Question paper, Answer books by expert faculty from other Institute.*
- ❖ *Re-Examination for students every semester.*
- ❖ *Degree Certificates distribution is designed as per the University of Mumbai schedule.*
- ❖ *A Grievance Redressal Committee is formed by the Chairman of the Examination Committee to look into Malpractices / Unfair Means during examinations as per Maharashtra Act 1982.*