



ST. THOMAS COLLEGE

Ranni, Pathanamthitta, Kerala - 689673

ACCREDITED BY NAAC WITH 'B' GRADE

2.5.1 : Mechanism of internal / external assessment is transparent and the grievance redressal system is time bound and efficient - Transparent & time-bound internal Assessment by the institution

CRITERION : 2

**TEACHING - LEARNING AND
EVALUATION**



ST. THOMAS COLLEGE, RANNI

Internal Examination Committee Report- Sample

ST. THOMAS COLLEGE, RANNI REPORT - INTERNAL EXAMINATION COMMITTEE - 2017-18

During the Council meeting conducted by the Principal Dr. Lata Marina Varghese, it was decided to form a committee consist of 7 members for the smooth conducting of Internal examination for the academic year 2017-18. Members of the Committee are as follows:

Principal : Dr. Lata Marina Varghese

Co-ordinator : Dr. R. Aruna Devy

Members : Dr. Susha S.P

Dr. Francis Mathew

Mrs. Chinju Jacob

Mrs. Dernia Alex

Ms. Renjini Reji

As per the rules and regulations of M.G.University, for every Semester 2 internal exams (I Internal and Model Exam) were conducted. Timing for the first internal exam was 1½ hrs and for Model exam it was 3 hours. The questions were prepared by the teachers as per the dates notified by the committee in advance and photocopies were taken as per the student's strength. Seating arrangements were made as per the University exam and teachers were assigned duties for invigilation. The detailed time table and duties assigned were attached along with this report. A slip containing details like Name of the department, class, name of the paper, number of students appearing for the paper, number of question papers packed, Name of the question setter, Signature of the question setter, Date of submission, Signature of the HOD was pasted on all question paper packets and sealed. An attendance slip also supplied along with the question paper packet for marking the absentees. First Internal examination for I, III and V was conducted during the month of August and Model examination by the month of October. For II, IV and VI Semesters I internal Examination was scheduled during the month of January/February and Model examination by the month of March. The dates of the examination and the question given dates were decided in the council meeting. Question papers of all the internal exams were filed year wise and semester wise.

The detail time table and all other documents related to internal examination is attached along with this report.

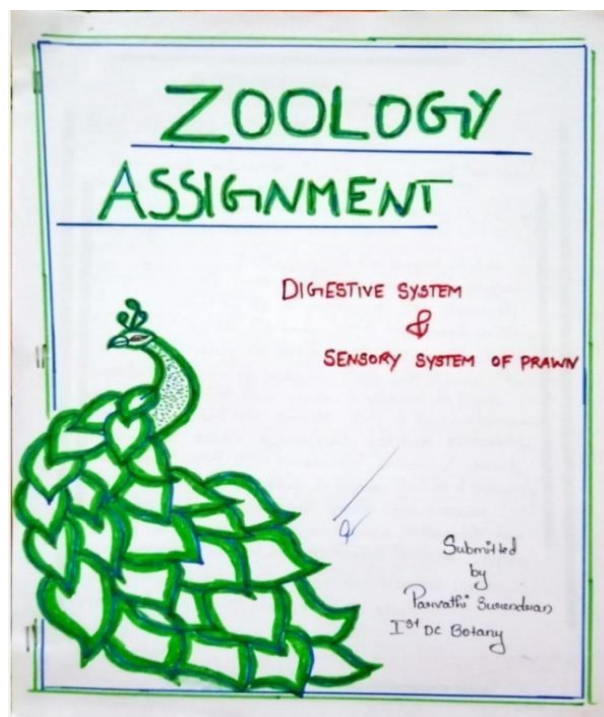
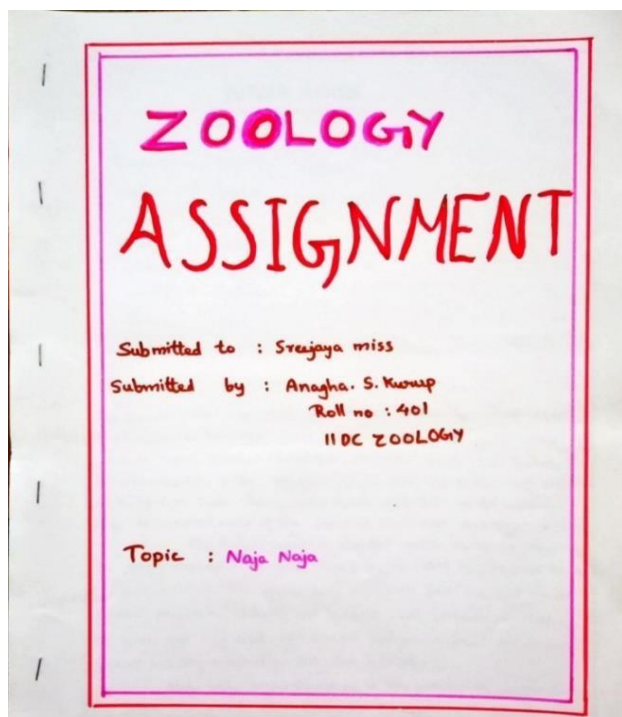
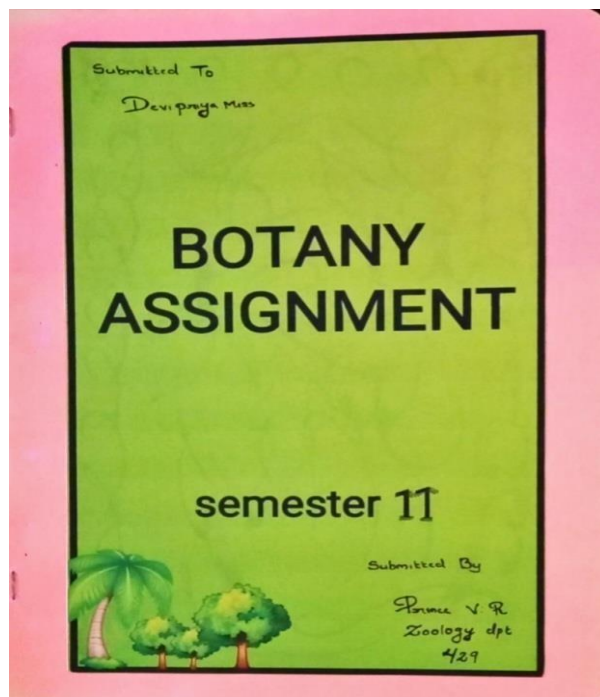
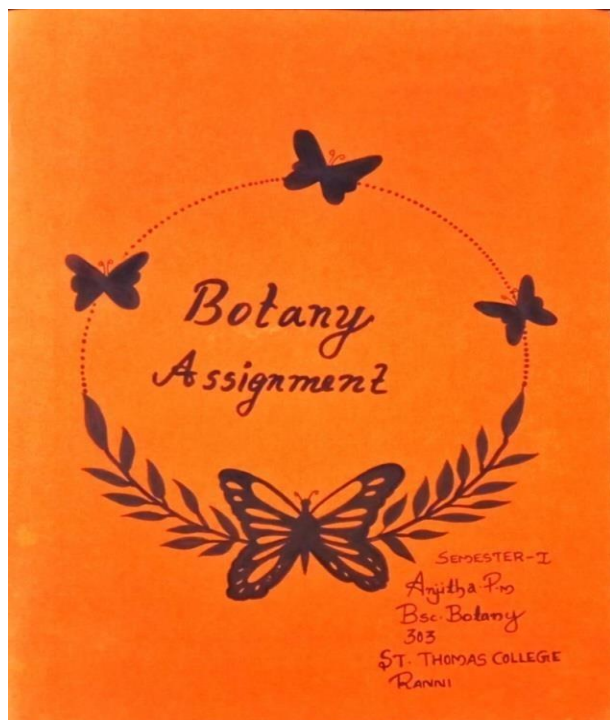
(Co-ordinator)

Dr. R. ARUNA DEVY
HOD, Department of Zoology
St. Thomas College Ranni



ST. THOMAS COLLEGE, RANNI

Assignments submitted by students- Samples





Internal Marks- A Form - Sample

Form A-1 (to be kept at the College)

MARATHA GANSHI UNIVERSITY INTERNAL ASSESSMENT THEORY FOR U.C. PROGRAMME-CECIS

Centre No. C807

College: ST. THOMAS COLLEGE, BANGI

Semester / IV

Programme: B.Sc. Zoology(2019-20)

Subject: Research Techniques, Biostatistics & IOT

Sl. No	Reg. No	Name of the Candidate	Attended exam Marks	Assign ment Marks	Tests Marks	Total Marks	Percent	SIGNATURE
1	190010100090	S. ANAND	5	2	3	10	68	
2	190010100091	ADITHYAN M. BRUNAR	5	2	3	10	68	
3	190010100092	ANJALI KAU	3	2	3	10	66	
4	190010100100	ANAND KISHAN	4	2	3	10	66	
5	190010100102	ANJALI JAYAL	4	2	3	10	67	
6	190010100103	ANJALI PAUL	3	2	3	10	68	
7	190010100104	ANURADHA DAS	4	2	3	10	69	
8	190010100105	ARUNTHA P. S	3	3	3	10	100	
9	190010100106	ARUNTHA P. S	4	2	3	10	69	
10	190010100107	ATHIRA P	4	2	3	10	67	
11	190010100110	CHIRPPY P	5	2	6	12	67	
12	190010100111	JIM MEERA ANTHONY	5	2	4	11	67	
13	190010100112	KIRANMOL P.J	4	2	3	10	100	
14	190010100113	NEETHA K. S	5	2	3	10	68	
15	190010100114	RAJANI C.R	5	2	4	11	68	
16	190010100115	REKHA R. JACOB	5	2	3	10	69	
17	190010100116	REKSHA. RAJAN	5	2	3	10	68	
18	190010100117	REKSHAMMA S.S	4	2	3	10	68	
19	190010100118	POOJITHA UTHAMAK	5	2	3	10	69	
20	190010100119	SIDD M. SANTOSH	3	2	3	10	68	
21	190010100120	SOUJATHA POOLAS	4	2	6	12	68	
22	190010100121	SUDHAKARAN M. NAIDU	5	2	3	10	66	
23	190010100122	STEFANY MARJA ABRAHAM	3	2	6	11	66	
24	190010100123	VANDANA V B	4	2	4	10	67	

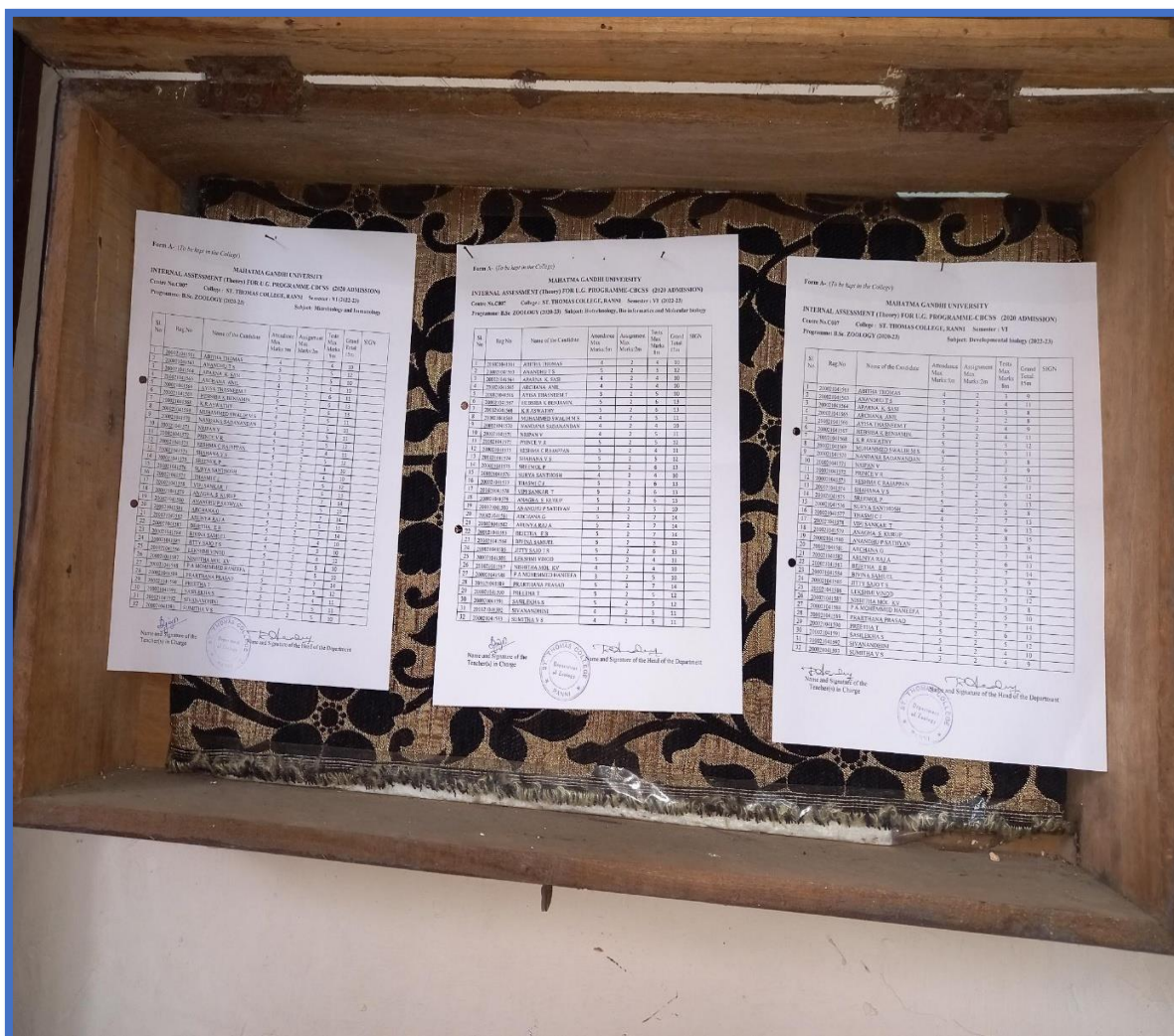

Name and Signature of the
Faculty in Charge

Name and Signature of the Head of the Department



ST. THOMAS COLLEGE, RANNI

Internal Marks Displayed on Department Notice Board





ST. THOMAS COLLEGE, RANNI

Internal Examination Timetable- Sample

SL. NO	DEPARTMENT	DATE:16-10-2017 (Monday) Time:1pmt04pm	DATE:17-10-2017 (Tuesday) Time:1pmt04pm	DATE:19-10-2017 (Thursday) Time:1pmt04pm	DATE:20-10-2017 (Friday) Time:1pmt04pm	DATE:23-10-2017 (Monday) Time:1pmt04pm	24-10-2017 (Tuesday) Time:1pmt04pm
5	ENGLISH	ENGLISH - EN1CC01- FINE TUNE YOUR ENGLISH	ENGLISH - EN1CC02-PEARLS FROM THE DEEP	LANGUAGE: MALAYALAM: MLCCT01:KATHA NOVEL HINDI:HN1CCT01- PROSE AND ONE ACT PLAY	CORE: EN1CR01: METHODOLGY OF LITERARY STUDIES	COMP:HISTORY: AN INTRODUCTION TO POLITICAL SCIENCE	
6	ECONOMICS	ENGLISH - EN1CC01- FINE TUNE YOUR ENGLISH	ENGLISH - EN1CC02-PEARLS FROM THE DEEP	LANGUAGE: MALAYALAM: MLCCT01:KATHA NOVEL HINDI:HN1CCT01- PROSE AND ONE ACT PLAY	CORE:EN1CR01: PERSPECTIVES AND METHODOLOGY OF ECONOMICS	COMP:HISTORY: HY1CMT02 – SOCIAL FORMATIONS IN PRE MODERN INDIA	
7	COMMERCE	ENGLISH - EN1CC01- FINE TUNE YOUR ENGLISH	LANGUAGE:MALA YALAM:MLCCT05: KATHA KAVITHA HINDI:HN1CCT01 PROSE AND MASS MEDIA	CORE:CO1CRT0 – FINANCIAL ACCOUNTING	CORE:CO1CMT01- BANKING AND INSURANCE	CORE:CO1CRT0 – CORPORATE REUGLATION AND ADMINISTRATION	CORE:CO1CRT01: DIMENSIONS AND METHODOLOGY OF BUSINESS STUDIES
8	HISTORY	ENGLISH - EN1CC01- FINE TUNE YOUR ENGLISH	ENGLISH - EN1CC02-PEARLS FROM THE DEEP	LANGUAGE:MALAY ALAM:MLCCT01: KATHA NOVEL HINDI:HN1CCT01 – PROSE AND ONE ACT PLAY	CORE:HY1CRT01 METHODOLOGY AND PERSPECTIVES OF SOCIAL SCIENCES	COMP:ECONOMICS: PRINCIPLES OF ECONOMICS	
9	B.T.S	ENGLISH	TT1CRT01 – METHODOLOGY FOR TOURISM	TT1CRT02 – CULTURAL HERITAGE OF INDIA	TT1CRT03 – PRINCIPLES OF MANAGEMENT	TT1CRT04- ECONOMICS AND BANKING FOR TOURISM	

Prof. Dr. Pala Naraina Varughese
Principal



ST. THOMAS COLLEGE, RANNI

Duty List of teachers - Sample

ST. THOMAS COLLEGE, RANNI							
VI and II - SEMESTER – MODEL EXAMINATION DUTY SCHEDULE - FEBRUARY - MARCH, 2018							
TIME OF EXAMINATION : VI - SEMESTER - FN – 9.30AM TO 12.30PM ; II - SEMESTER – AN - 1.30 PM TO 3.00 PM							
Sl. No	NAME OF THE TEACHER	DATE: 26-02-18 (Monday)	DATE: 27-02-18 (Tuesday)	DATE: 28-02-18 (Wednesday)	DATE: 01-03-18 (Thursday)	DATE: 02-03-18 (Friday)	DATE: 05-03-18 (Monday)
1	Dr. Aleyamma Kuruvilla	FN			AN		
2	Dr. Deepa Roselin Joseph	FN			AN		
3	Dr. Veena S		FN		AN		
4	Dr. R. Aruna Devy				FN		
5	Dr. Ansu Jacob		AN				
6	Dr. Vinod Kumar TG	FN			AN		
7	Dr. Francis Mathew		FN			AN	
8	Prof. Benny George	FN			AN		
9	Fr. Mathews Vazhakkunnam						
10	Prof. Bini B Nair						
11	Prof. Bincy Francis		FN			AN	
12	Prof. Rintu Mathew						
13	Dr. Sreejaya R		FN	AN			
14	Dr. Susha SP		FN			AN	
15	Prof. Anju Joseph		AN			FN	
16	Dr. Suresh MK		FN			AN	
17	Prof. Merin Jose			FN		AN	
18	Prof. Renju Joseph	FN			AN		
19	Prof. Chinju Jacob			FN		AN	
20	Dr. Marykutty James		AN		FN		
21	Prof. Sruthi Mariam David	FN		AN			
22	Prof. Soumyamol KS		FN	AN			AN
23	Prof. Anish M Abraham	AN	FN			AN	
24	Prof. Jikku James	AN		AN		FN	
25	Prof. Binimol Mathew	AN		FN			

20/

Sl. No	NAME OF THE TEACHER	DATE: 26-02-18 (Monday)	DATE: 27-02-18 (Tuesday)	DATE: 28-02-18 (Wednesday)	DATE: 01-03-18 (Thursday)	DATE: 02-03-18 (Friday)	DATE: 05-03-18 (Monday)
26	Prof. Elena Sajjan	AN		FN			
27	Dr. Mathew Kuruvilla		AN		FN		AN
28	Prof. Swetha C		AN			FN	
29	Prof. Sreevalsa K			FN		AN	
30	Prof. Sneha Elcy Jacob	FN			AN		
31	Prof. Sajani S		AN		FN		
32	Prof. Rigi Idiculla			FN	AN		
33	Prof. Aneeta Chinnu Joseph	AN		FN			
34	Prof. Ancy Sam				FN	AN	
35	Prof. Swathy P			AN		FN	AN
37	Prof. Bala Devi kunjamma	AN		FN			
38	Prof. Rakhi Mariam Thomas			AN	FN	FN	
40	Prof. Asha Saji			AN		FN	AN
41	Prof. Aswathy Mathew	AN			FN		
42	Prof. Renjini Reji	AN		AN		FN	
44	Prof. Derna Alex	AN		FN			
45	Prof. Ajitta Susan Joseph		FN		FN		
46	Prof. Raji Krishnan		AN		AN	FN	
47	Prof. Leeza Abraham		AN		FN		AN
48	Prof. Suby Mol		AN		FN		
49	Prof. Robina			AN		FN	

PRINCIPAL

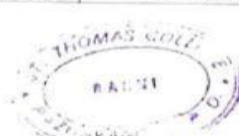


ST. THOMAS COLLEGE, RANNI

Seating Arrangement for Internal Examinations- Sample

ST. THOMAS COLLEGE, RANNI
SEATING ARRANGEMENT FOR IIND - SEMESTER MODEL EXAMINATION
SCHEDULED FROM 19TH TO 26TH MARCH, 2018
TIMING - 19TH, 21ST, 23RD - 1PM TO 4PM
20TH, 22ND - 9.30AM TO 12.30PM

Sl.No	ROOM NO.	DEPARTMENT	ROLL NUMBERS
1	21 (MAIN BLOCK)	COMMERCE HISTORY BTS	501 - 515 601 - 615 1 - 8
2	22 (MAIN BLOCK)	COMMERCE HISTORY BTS	516 - 530 616 - 630 9 - 16
3	23 (MAIN BLOCK)	COMMERCE HISTORY BTS	531 - 548 631 - 640 17 - 29
4	68 (COMMERCE BLOCK)	ECONOMICS ENGLISH CHEMISTRY	1 - 15 701 - 712 201 - 210
5	69 (COMMERCE BLOCK)	ECONOMICS ENGLISH CHEMISTRY	16 - 30 713 - 722 211 - 215
6	74 (COMMERCE BLOCK - HISTORT DEPT.)	ECONOMICS ZOOLOGY CHEMISTRY	31 - 45 401 - 415 216 - 223
7	75 (COMMERCE BLOCK- HISTORY DEPT.)	ECONOMICS ZOOLOGY CHEMISTRY	46 - 60 416 - 431 224 - 231
8	95 (ECONOMICS BLOCK)	PHYSICS BOTANY	101 - 115 301 - 315
9	89 (ECONOMICS BLOCK)	PHYSICS BOTANY	116 - 132 316 - 330


 PRINCIPAL

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ST. THOMAS COLLEGE, RANNI

Attendance Slip- Sample

I DC II SEM – MODEL EXAMINATION

Attendance slip - 26-03-2018

Sl.No	DEPARTMENT	ROLL NO. OF ABSENTEES	SIGNATURE OF THE TEACHER
1	PHYSICS	7, 6, 11	
2	CHEMISTRY	2, 5, 8	
3	BOTANY	22	
4	ZOOLOGY	4, 25, 26, 30, 31	
5	COMMERCE	47	