

## **Examination Grievance Redressal Cell:**

**1. Objectives:** The primary objective of this cell is to resolve any issue related to internal and external examinations. The applications/complaints filed by any student regarding any grievance related to examination is instantly responded by the cell and help the student in finding out a solution to his/her problem.

### **2. The Committee for Redressal of Examination Related Grievances:**

Chairperson: Dr. K.K. Talukdar, Principal, Tihu College, Tihu

Convenor: Dr. Diganta Deka,

Members: Mr. Sanjib Sarma

Dr. Sabirti Bezbaruah

Mr. Gautam Goswami

Mr. Gokul Talukdar

Mr. Nilokanta Das

Mr. Manoranjan Kalita

Mr. Rajib Bezbaruah

### **3.Guidelines for Addressing Grievances Related to Examinations:**

Being affiliated under Gauhati University, Tihu college has to follow every guideline of Gauhati University in all academic matters. Besides following Gauhati University guidelines, Tihu College has formulated the following guidelines for addressing the internal and external examination related grievances.

1. Grievances related to examinations refer to adherence to the rule-regulations formulated by the parent university, that is Gauhati University for any UG and PG examination.

2. The internal examinations related grievances pertaining to subject combination, issues related to class attendance (75% attendance is must), submission Home Assignment, submission of Project Report, Field Survey Report, conduct of special sessional examinations for those students who fail to appear in the routine sessional examinations on medical and other genuine grounds, declaration of results and uploading of results in the GU portal are looked after by the Examinations related Grievance Redressal Cell.

3. For any assistance, the students have to submit their examinations related grievances through proper application to the Chairperson (Principal) or Officer-in-charge of the examination committee for timely redressal of their grievances.

4. The Grievance Redressal Committee responds immediately to any grievance either by conducting a meeting or by a table talk and resolves the issue within two weeks of receiving the complaint.