***2.5.1: Mechanism of internal assessment is transparent and robust in terms of frequency and mode.***

To bring transparency in the internal assessment, students are made aware with evaluation rubrics so that they can focus on various aspects of evaluation and be aware with the expectations. Exam schedule and time-tables are communicated in advance to the students.

**Internal assessment of Unit tests and Prelim examination-**

1. Schedule of Mock In-semester and Prelim Exam is given in academic calendar which is communicated to student at the time of commencement of semester.
2. It is a practice of the college to show internally evaluated answer books to the students in the class for identification of common mistakes and students are counselled regarding areas for improvement.

**Internal assessment of laboratory work/term work-**

1. The laboratory work evaluation is the basis for the award of term work marks. The evaluation is based on A-C-O rubrics covering Attendance/punctuality (A), conduction of practical (C) and oral (O).
2. Final term work marks are displayed at the end of each semester for student information.
3. Students are free to interact with the teacher to resolve grievances if any, regarding the assessment.

**Internal assessment of seminar and project work-**

Assessment is transparently carried out based on rubrics of evaluation that is made available to the students at the beginning of final year first semester.