

## Chikkanna Government Arts College, Tirupur-641 602

### 2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Students are given ample opportunities to express their grievances over their internal marks. These opportunities include:

1. Expression of their concern to the respective course teacher immediately after the evaluation of each test
2. Opportunity to take-up a retest or re-submission of assignments for improvement in the scores
3. Students are given absolute freedom to report their grievances to the Heads of the Departments
4. Internal marks are finalized only after obtaining the agreement of students on their scores.



*Principal*  
**PRINCIPAL**  
Chikkanna Govt. Arts College  
Tirupur

## Sample Grievance Form

**Chikkanna Government Arts College, Tirupur - 641 602**

Grievance Cell

Application for Request / Grievances / Complaints / Feedback

|  |  |                                 |
|--|--|---------------------------------|
| 1  | Name of the applicant  |                                 |
| 2  | Class and Roll No.   |                                 |
| 3  | Phone Number   |                                 |
| 4  | Date of application  |                                 |
| 5  | Name of the Father / Mother  |                                 |
| 6  | Name of the Tutor  |                                 |
| 7  | Objective of the Application   | Request / Complaint / Grievance |
| 8  | <u>Description of the request / complaint / grievance:</u><br><i>(If the description is long, the reverse of the sheet may be used.)</i> |                                 |
| 9  | Signature of the Applicant   |                                 |
| 10   | Signature of the Tutor   |                                 |
| 11   | Signature of the Head of the Department  |                                 |
| <i>(For the use of the Grievance Cell if the applicant submits any complaint or grievance)</i> |  |                                 |
| 1  | Date of the scrutiny of the Application  |                                 |
| 2  | Date of the enquiry made   |                                 |
| 3  | <u>Action taken:</u>   |                                 |
| 4  | Response of the applicant after the necessary action has been taken  | Satisfactory / Not satisfactory |
| 5  | Signature of the Applicant   |                                 |
| 6  | Signature of the coordinator of the grievance cell   |                                 |

Permission letter.

From:

S. Barath. (1921ED017)

III BA History

Department of History

Chikkaroo Government Arts College  
Tiruppur.

To:

The Head of Department History.

Chikkaroo Government Arts College

Tiruppur.

Sub: permission for re-examination.


Respected Sir,

I am Barath. I am not able to attend the II. internal assessment exam. as I went to NSS camp in our college between 23.04.2022 to 29.04.2022. So I request you to give me a permission to rewrite the CIA examination.

Thanking you.

Yours faithfully.

S. Barath.

  
HOD  
DEPARTMENT OF HISTORY  
CHIKKAROO GOVERNMENT ARTS COLLEGE,  
TIRUPPUR - 641 002.




**CHIKKANNA GOVERNMENT ARTS COLLEGE, TIRUPPUR**  
**DEPARTMENT OF HISTORY**  
**Internal Assessment**

III BA History – APRIL 2022 ( VI - sem )

Title of the paper: Applied History for Civil Service Examinations

Paper code: 63c

| S.No | Roll No. | Register No. | Name            | Internal Test |           |                    |                 | Assignment  |              |                | Total marks (25) |
|------|----------|--------------|-----------------|---------------|-----------|--------------------|-----------------|-------------|--------------|----------------|------------------|
|      |          |              |                 | T-I (10)      | T-II (10) | Best one test (10) | Model test (10) | Ass.I (2.5) | Ass.II (2.5) | Ass. total (5) |                  |
| 1    | 19UHIS02 | 1921E0002    | DHARANIR        | 6             | A         | 6                  | 6               | 22          | 22           | 5              | 17               |
| 2    | 19UHIS04 | 1921E0004    | HARISHALINI B   | 7             | 5         | 7                  | 5               | 22          | 22           | 5              | 17               |
| 3    | 19UHIS05 | 1921E0005    | JAYALAKSHMI M   | 5             | 4         | 5                  | 6               | 22          | 22           | 5              | 16               |
| 4    | 19UHIS06 | 1921E0006    | KALKI B         | 5             | 3         | 5                  | 6               | 22          | 22           | 5              | 16               |
| 5    | 19UHIS07 | 1921E0007    | LAVANYA M       | 6             | 5         | 6                  | 6               | 22          | 22           | 5              | 17               |
| 6    | 19UHIS09 | 1921E0009    | PANDISELVI D    | 10            | 8         | 10                 | 9               | 22          | 22           | 5              | 24               |
| 7    | 19UHIS10 | 1921E0010    | SATHIYA PRIYA M | 6             | 4         | 6                  | 5               | 22          | 22           | 5              | 16               |
| 8    | 19UHIS12 | 1921E0012    | SOWMIYA M       | 9             | 8         | 9                  | 10              | 22          | 22           | 5              | 24               |
| 9    | 19UHIS13 | 1921E0013    | SUBBULAKSHMI M  | 6             | 4         | 6                  | 5               | 22          | 22           | 5              | 16               |
| 10   | 19UHIS14 | 1921E0014    | AKIL PRASATH R  | 10            | 7         | 10                 | 9               | 22          | 22           | 5              | 24               |
| 11   | 19UHIS15 | 1921E0015    | ARULKUMAR R     | 9             | 10        | 9                  | 10              | 22          | 22           | 5              | 24               |
| 12   | 19UHIS16 | 1921E0016    | AZHAGUVIGNESH G | 5             | 3         | 5                  | 5               | 22          | 22           | 5              | 15               |
| 13   | 19UHIS17 | 1921E0017    | BARATH S        | 8             | 7/A       | 8                  | 6               | 22          | 22           | 5              | 19               |
| 14   | 19UHIS19 | 1921E0019    | CHINNAIAH K     | 9             | 7         | 9                  | 8               | 22          | 22           | 5              | 22               |
| 15   | 19UHIS20 | 1921E0020    | DHARMARAJ K     | 6             | 4         | 6                  | 5               | 22          | 22           | 5              | 16               |
| 16   | 19UHIS21 | 1921E0021    | ELAMPARITHI E   | 8             | 6         | 8                  | 7               | 22          | 22           | 5              | 20               |
| 17   | 19UHIS22 | 1921E0022    | GOPINATH M      | 10            | 8         | 10                 | 9               | 22          | 22           | 5              | 24               |
| 18   | 19UHIS23 | 1921E0023    | KATHIRVEL P     | 7             | 6         | 7                  | 7               | 22          | 22           | 5              | 19               |
| 19   | 19UHIS24 | 1921E0024    | KAVIYARASAN S   | 6             | 5         | 6                  | 4               | 22          | 22           | 5              | 15               |
| 20   | 19UHIS25 | 1921E0025    | KIRUBHANITHI S  | 4             | 6         | 6                  | 5               | 22          | 22           | 5              | 16               |

| S.No           | Roll No.          | Register No.          | Name  | Internal Test |           |                    |                 | Assignment  |              |                | Total marks (25) |
|----------------|-------------------|-----------------------|---|---------------|-----------|--------------------|-----------------|-------------|--------------|----------------|------------------|
|                |                   |                       |   | T-I (10)      | T-II (10) | Best one test (10) | Model test (10) | Ass.I (2.5) | Ass.II (2.5) | Ass. total (5) |                  |
| 21             | 19UHS26           | 1921E0026             | MATHANKUMAR P   | 6             | 5         | 6                  | 6               | 22          | 22           | 5              | 17               |
| 22             | 19UHS27           | 1921E0027             | MURUGESAN S   | 6             | 4         | 6                  | 4               | 22          | 22           | 5              | 15               |
| 23             | 19UHS28           | 1921E0028             | NAVANEETHA KRISHNAN M   | 7             | 5         | 7                  | 6               | 22          | 22           | 5              | 18               |
| 24             | 19UHS29           | 1921E0029             | NOWFIL AHAMED M   | 7             | 6         | 7                  | 7               | 22          | 22           | 5              | 19               |
| 25             | 19UHS31           | 1921E0031             | PRADEEPKUMAR S  | 6             | 5         | 6                  | 6               | 22          | 22           | 5              | 17               |
| 26             | 19UHS32           | 1921E0032             | PRASANTH T  | 5             | 4         | 5                  | 5               | 22          | 22           | 5              | 15               |
| 27             | 19UHS34           | 1921E0034             | SABAREESHWARAN S  | 6             | 3         | 6                  | 4               | 2           | 2            | 4              | 14               |
| 28             | 19UHS35           | 1921E0035             | SANTHOSHKUMAR S   | 7             | 6         | 7                  | 5               | 22          | 22           | 5              | 17               |
| 29             | 19UHS36           | 1921E0036             | SARAN KUMAR K   | 6             | 4         | 6                  | 5               | 22          | 22           | 5              | 16               |
| 30             | 19UHS37           | 1921E0037             | SARAVANAKUMAR A   | 5             | 4         | 5                  | 6               | 2           | 2            | 4              | 15               |
| 31             | 19UHS40           | 1921E0040             | SRINIVASAN M  | 7             | 6         | 7                  | 7               | 22          | 22           | 5              | 19               |
| 32             | 19UHS41           | 1921E0041             | SURESHKUMAR M   | 10            | 8         | 10                 | 9               | 22          | 22           | 5              | 24               |
| 33             | 19UHS45           | 1921E0045             | VIJAY MICHAEL A   | 6             | 4         | 6                  | 5               | 22          | 22           | 5              | 16               |
| 34             | 19UHS47           | 1921E0046             | VIMALRAJ T  | 5             | 6         | 5                  | 6               | 22          | 22           | 5              | 16               |
| 35             | 14HIS06 / 19UHS49 | 1421E0006 / 1921E6001 | BHARATHI M  | 6             | 5         | 6                  | 4               | 22          | 22           | 5              | 15               |
| Staff incharge |                   |                       |  |               |           |                    |                 |             |              |                |                  |