



SOP for Internal Assessment

**Udali College, Bamungaon
Nagaon, Assam**

SOP for Teachers

1. The total marks for sessional Exam be 30 and it should be design covering the 50% of the syllabus.
2. The pattern of question paper be same as the Gauhati University End Semester question Paper
3. The Question Papers to be submitted to the Examination committee or HoD of concerned Dept.
at least 5 days before the scheduled date of the examination.
4. There will be no Sessional Examination for practical papers or Project Papers. •
5. Home assignments to be considered as a part of internal assessment As there is provision of Seminar Presentation. Hence, it is decided that Seminar Presentation to be conducted Departmentally and marks to be forwarded to the Exam Committee.
6. Sessional Examination Evaluation ReportCard to be maintained in the college.
7. Marks for Projects and assignments are given on contents and submission criteria
8. Students and parents to be duly informed about their attendance and marks through phone calls.
9. Retest to be conducted whenever necessary.