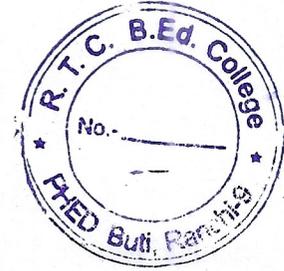




R.T.C. B.ED. COLLEGE

P.H.E.D., BUTI, RANCHI



Examination Policy

The Examination Policy of the institution outlines the rules and procedures for assessing student performance in both theory and practical teaching. It ensures fairness, transparency, and alignment with professional teaching standards. The institution examination policy dictates a 2-year, annual system (depending on the specific session/college affiliation) with comprehensive theory and practical assessments. The college take two (02) Terminal Examination during the academic session.

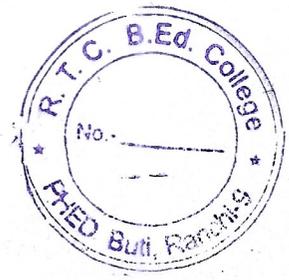
For Final University Examination (External Examination) candidates must submit examination forms and fees through the Institution colleges to the Registrar by the scheduled deadlines to be eligible for exams, with final degree conferral handled by the State University.

Aims and Objectives

Internal and External examinations provide vital summative assessment, generally at the end of a key year. This assessment gives information to students, parents, other education institutions, local authority and government agencies and employers about knowledge, understanding and skills achieved. To this end the college participates willingly in the administration of these examinations in the best interests of the students and the college. In addition, other internally set and marked examinations may take place at other stages in a student's progress in order to prepare for public examinations and check student learning.

Key Aspects of Examination Policy:

- **Attendance Eligibility:**
 - Students must need 75% to 80% attendance to sit for examinations.
 - Special consideration for valid reasons as per institutional rules.
- **Structure:** The B.Ed. course is generally structured over two years, focusing on theoretical knowledge and practical teaching skills.
- **Examination Form:** Students must fill out examination forms verified by the college principal to appear for exams.
- **Types of Examinations**
 - a) **Internal Assessment:**
 - Regular class tests, sessional tests, assignments, seminars, presentations and communication skill evaluations, and 20 weeks school internship program often coordinated with the university academic calendar.
 - Sessional Marks allotted according to attendance, participation in co-curricular activities and practical work.



b) External Examination

- Conducted at the end of the year.
- Usually supervised by affiliating state university.

c) Practicum and Teaching Practice

- Practical Exams are a mandatory component, often scheduled separately for all pedagogical subject every year.
- Successful completion of the school internship (practice teaching) is mandatory.
- Evaluation of lesson planning, micro-teaching, classroom teaching (criticism class) and internship performance.
- Students must pass a practical examination, where they are observed teaching a live class.
- Observation by supervisors and mentors.

- **Assessment:** Examinations include theory papers and practical assessments (teaching practice, community life, etc.)
- **Evaluation System:**
 - Combination of internal and external marks (e.g., 20% internal + 80% external)
 - Percentage-based evaluation.
 - Continuous assessment aligned with guidelines of National Council for Teacher Education (NCTE) and State University.
- **Results:** Final marks and results are subject to approval by the examination department and published through the official website of Ranchi University Ranchi.
- **Examination Conduct Rules**
 - Strict adherence to exam schedules and timetables.
 - Identity verification of students.
 - Prohibition of unfair means (cheating, plagiarism, impersonation)
 - Maintenance of discipline in examination halls.
 - Candidates are bound by university regulations, with strict penalties for using unfair means, including the forfeiture of exam opportunities.
- **Specific Centres:** Exams are conducted at designated centres are all of the reputed B.Ed. Colleges under Ranchi University, Ranchi.
- **Passing Criteria & Retakes**
 - **Minimum Marks:** Trainees generally must obtain at least 40% marks separately in both theory and practicum components.
 - **Backlogs:** Students failing in one or two papers may be allowed to continue as "ex-students" for those specific subjects.
 - **Maximum Duration:** Programmes must typically be completed within a fixed period, for a 2-year course, as per NCTE (National Council for Teacher Education) regulations.



- **Practical Examination Policy**
 - Assessment of teaching skills through demonstration lessons.
 - Evaluation of teaching aids, lesson plans, and classroom management.
 - External examiners may be appointed for fairness in final practical examination.

- **Moderation and Internal Result Processing**
 - Moderation of marks to maintain uniformity.
 - Proper tabulation and verification of results.
 - Timely declaration of results.

- **Re-evaluation and Grievance Redressal**
 - Provision for rechecking or re-evaluation of answer scripts.
 - Transparent procedure for addressing student complaints.
 - Time-bound resolution system.

- **Use of Technology in Examination**
 - Digital evaluation and online exams (if applicable)
 - Use of Learning Management Systems (LMS)
 - Secure storage of exam data

- **Confidentiality and Security**
 - Confidential handling of question papers and answer sheets.
 - Secure printing and distribution of exam materials.
 - Prevention of paper leaks and malpractice.

- **Special Provisions**
 - Extra time or support for differently-abled students.
 - Improvement exams for better scores.

Principal
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