

**SOP FOR APPEALING INTERNAL  
ASSESSMENT COMMITTEE BY  
THE CANDIDATE**



Shri Shivaji Education Society Amravati's  
**DR. PANJABRAO ALIAS BHAUSAHEB DESHMUKH  
MEMORIAL MEDICAL COLLEGE**  
Shivaji Nagar, Amravati- 444603



**Dr. Anil T. Deshmukh**  
MD (Pathology)  
Dean



**Shri. Harshvardhan P. Deshmukh**  
President  
Shri Shivaji Education Society

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### S.O.P FOR APPEALING INTERNAL ASSESSMENT COMMITTEE BY THE CANDIDATE

If the candidate is not satisfied with the marks obtained in college examination

(as per MUHS Nashik Notification 11/2003 Amended ordinance 1/2002 regarding conduct of examinations. Clause 59.6.2 and 59.6.3. )

A written complaint should be lodged with the H.O.D within 02 days

Discussion of complaints in the committee meeting within 05 days

The decision of the committee is communicated to the Dean

The Dean communicates the decision to the respective HOD

The concerned H.O.D. should communicate the decision to the candidate

A candidate who is not satisfied with the decision of the committee at college level can appeal to the university for redressal of his grievances

Chairperson - Criteria No. II  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati



DEAN  
Dr Panjabrao Alias Bhausaheb Deshmukh  
Memorial Medical College, Amravati



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**S.O.P FOR APPEALING INTERNAL ASSESSMENT COMMITTEE BY THE CANDIDATE  
REGARDING ABSENCE FOR INTERNAL EXAM**


In the event of Absence for Internal Exam candidate shall appeal to chairperson, I.A.C. through respective H.O.D on prescribed proforma available in the respective department

Apply prior to the date of commencement of exam or immediately after exam is over (Maximum 15 days).

If committee is satisfied with reason for absence, Committee allows the students for additional exam and the decision is communicated to the Dean

The Dean communicates the decision to the respective HOD

The concerned H.O.D. should communicate the decision to the candidate and arrange for additional examination after prelims as per MUHS, Nashik Notification 11/20003 (Clause 59.7)

  
Chairperson - Criteria No. 77  
NAAC Steering Committee  
Dr. P. D. M. M. C. Amravati



  
**DEAN**  
Dr Panjabrao Alias Bhausaheb Deshmukh  
Memorial Medical College, Amravati