

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

MSI being the constituent college of GGSIP University, follows the Academic Calendar issued by the University at the beginning of the academic year. The institute formulates the schedule for teaching, internal-external exams, semester break and vacations. The timetable committee prepares the timetable as per the guidelines of the University for the number of credit hours for each subject and the Academic calendar prior to the start of the semester. University provides provision for deviation in mid-term exams to ensure smooth and efficient functioning of its teaching and administrative processes. Within the framework, the college also prepares its own calendar of events and activities before the commencement of the Academic session and the same is communicated to all. The dates of internal examination are also mentioned in the academic calendar. To maintain further compliance, answer sheets are checked within seven days after the commencement of each examination. Criteria for assessment includes mid-term exam performance, assignments, presentations and class room performance and is shared with students. All project work, internship, field work and presentation components of the syllabus and assessment are framed taking into consideration the academic calendar. MSI calendar also includes different events where students enthusiastically participate and excel, i.e., "Sports Day", Genesis (Annual Fest), Industrial Visits, guest lectures and Annual Day function and etc.

The academic calendar is prepared taking into consideration the declared calendar of the affiliating university. According to academic calendar, college prepares its own roadmap for the session for the smooth functioning of academic activities. This helps our institution adhere to its schedule while also serving as an informational tool to plan academic activities for students, faculty, and staff. Well disseminated on the website, it helps other stakeholders stay informed regarding activities and events that are scheduled. Dates for admission, commencement of classes, workshops, seminars, practical exams, continuous internal evaluation (CIE), and university exams are all included in the calendar. Internal assessments are conducted periodically. Implementation of the internal assessment process is based on the Internal Assessment Exam Committee (IAEC), which is formed at the college level and monitors the overall internal assessment process. A constant assessment is also conducted by the principal. Every student is required to take two internal assessment exams every semester, two or more assignments in all the courses that he or she studies, project

work, and mock practical exams before facing the university exam. This ensures that the knowledge imparted and gained is wholesome.