

Holy Cross College (Autonomous), Nagercoil

Kanyakumari District, Tamil Nadu.

Accredited with A⁺ by NAAC IV cycle - CGPA 3.35

Examination Wing

Action plan for the academic year 2022 - 2023

Examinations, evaluation and publication of results and award of certificates are systematically followed as per the academic calendar. All details pertaining to the needs of the students regarding examination, official transcript and matters related to university are carried out systematically.

1. Systematic conduct of examination, valuation and publication of results as per the academic calendar.
2. Workshop for faculty members on LOCF and course outcome attainment.
3. Separate block for the Examination Wing.
4. Orientation to faculty, students and parents.

Holy Cross College (Autonomous), Nagercoil

Kanyakumari District, Tamil Nadu.

Accredited with A⁺ by NAAC IV cycle – CGPA 3.35

Examination Wing

Action taken for the academic year 2022 - 2023

Plan

1. Systematic conduct of examination, valuation and publication of results as per the academic calendar.
2. Workshop for the faculty members on Learning Outcomes based Curriculum Framework (LOCF) and course outcome attainment.
3. Separate block for the Examination Wing.
4. Orientation to faculty, students and parents.

Action taken

1. Examination, valuation and publication of results were executed as per the academic calendar. (*Annexure I*)
2. Workshop was organized for the faculty on Learning Outcomes based Curriculum Framework.
Topic : “Overview of Learning Outcome Based Curriculum Framework”
on 15-02-2023. Resource Person : Dr. Nivetha Martin, Assistant Professor,
Department of Mathematics, Arul Anandar College (Autonomous),
Karumathur, Madurai.
3. A separate block – ‘Examination Wing’ was inaugurated on 24.04.2023.
4. An orientation on the rules and regulations to be followed with reference to the examination and span period was given to the all the stake holders.

Annexure I

Academic Year 2022 - 2023

November 2022

Activities	Important Dates
Online Registration & Semester Exam fee payment portal opening	21-10-2022
Last date for exam fee payment without penalty	04-11-2022
Last date for exam fee payment with penalty	08-11-2022
Part IV Internal Examination (Respective hour)	Before 31-10-2022
Practical Examination	10-11-2022
Project viva voce exam	18-11-2022
Signing of consolidated CIA mark statement	18-11-2022
Part IV semester examination begins	17-11-2022
Semester examination begins	21-11-2022
Semester examination end	09-12-2022
Result Publication	22-12-2022

April 2023

Activities	Important Dates
Online Registration & Semester Exam fee payment portal opening	25-03-2023
Last date for exam fee payment without penalty	07-04-2023
Last date for exam fee payment with penalty	12-04-2023
Practical Examination	11-04-2023 to 19-04-2023
Part IV Internal Examination (Respective hour)	02-05-2023 to 04-05-2023
Signing of consolidated CIA mark statement	25-04-2023
Part IV semester examination begins	02-05-2023
Semester examination begins	02-05-2023
Semester examination end	25-05-2023
Result Publication	07-06-2023

Holy Cross College (Autonomous), Nagercoil - 629 004

Office of the Controller of Examinations

Action Plan carried out 2022-2023

Month	Work Plan	Important Dates
July	<ul style="list-style-type: none">• Revaluation process and publication of revaluation results.• Conduct of supplementary examination.• Submission of semester grades to the Controller of Examinations (CoE).	<ul style="list-style-type: none">• Revaluation result published on 18-07-2022 (III UG)• Supplementary examination begins on 20-07-2022
August	<ul style="list-style-type: none">• Revaluation process and publication of revaluation results.• Verification of syllabus and model questions.• Generate Course code and Course title, foil card.	<ul style="list-style-type: none">• Revaluation result published on 08-08-2022 (I & II UG)
September	<ul style="list-style-type: none">• Preparation of Tabulated Mark Registers and submission to the University for Provisional Certificate.	<ul style="list-style-type: none">• I CIA begins on 15-09-2022• TMR (April 2022) Submitted to the university on 21-09-2022
October	<ul style="list-style-type: none">• Communication sent to the question setters.• Disbursing the remuneration to the question setters.• Verification of I CIA mark entries.	<ul style="list-style-type: none">• Online Registration & Semester Exam fee payment portal opening 21-10-2022

November	<ul style="list-style-type: none"> • Communication sent to the practical examiners. • Preparation of Semester Examination Time Table • Preparation of hall tickets, nominal roll, foil cards for seating arrangement, time table etc.. 	<ul style="list-style-type: none"> • II CIA begins on 02-11-2022 • Examination Committee meeting was held on 03-11-2022 • Practical Examination begins on 10-11-2022 • Semester examination begins on 17-11-2022
December	<ul style="list-style-type: none"> • UG and PG Paper valuation. • Summative examination marks entry and Processing of results. • Presentation of results in the Award Committee and publication of results. 	<ul style="list-style-type: none"> • Semester examination ends on 09-12-2022 • Award Committee meeting was held on 22-12-2022
January	<ul style="list-style-type: none"> • Revaluation process and publication of revaluation results. 	<ul style="list-style-type: none"> • Revaluation result published on 21-01-2023
February	<ul style="list-style-type: none"> • Communication sent to the question setters. • Disbursing the remuneration to the question setters. • Verification of I CIA mark entries. 	<ul style="list-style-type: none"> • I CIA begins on 07-02-2023
March	<ul style="list-style-type: none"> • Semester Examination online registration and payment of fees. 	<ul style="list-style-type: none"> • Online Registration & Semester Exam fee payment portal opening 25-03-2023 • II CIA begins on 28-03-2023

April	<ul style="list-style-type: none"> • Preparation of Semester Examination Time Table • Hall tickets, nominal roll, foil cards for seating arrangement, time table etc.. Checking. 	<ul style="list-style-type: none"> • Examination Committee meeting was held on 05-04-2023 • Signing of consolidated mark statement on 25-04-2023
May	<ul style="list-style-type: none"> • UG and PG Paper valuation. • Summative examination marks entry and verification. 	<ul style="list-style-type: none"> • End Semester Examination begins on 02-05-2023
June	<ul style="list-style-type: none"> • Processing of end semester examination result. • Presentation of results in the Award Committee and publication of results. • Revaluation process and publication of revaluation results. • Preparation of supplementary examinations. 	<ul style="list-style-type: none"> • Award Committee meeting was held on 07-06-2023 • Revaluation result published on 15-06-2023 (III UG) • Supplementary examination from 21-06-2023 to 24-06-2023

vlls.

CONTROLLER OF EXAMINATIONS
HOLY CROSS COLLEGE
(AUTONOMOUS)
NAGERCOIL - 4