



"Empowerment through Quality Technical Education"

**Dr. D. Y. Patil School of Engineering**

Dr. D. Y. Patil Knowledge City, Charholi (Bk), Lohegaon, Pune – 412 105 Website:  
[www.dypsoe.in](http://www.dypsoe.in)

**“Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient”**

Dr. D. Y. Patil School of Engineering has a mechanism to deal with grievances related with internal examination.

In case the questions asked in unit tests are out of syllabus, the marks for such questions shall be given by the subject teacher.

Before assessment of answer sheets, the solution and marking scheme shall be submitted by subject teacher to the department examination coordinator.

If any student claims that he/she has been victimized while during the assessment, HoD will direct the same faculty to re-assess or may appoint another faculty.

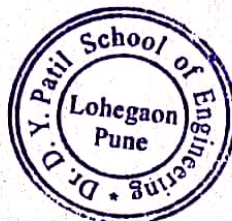
In case if the student is marked absent in the result sheet of Unit Tests in spite of being present in the exam, the subject teacher need to verify the attendance sheet.

In case if student has faced network issue during uploading a pdf file (answer sheet) to Microsoft Teams/LMS during unit tests, the subject teacher shall give extra time for uploading the file.

In case if there is MS Teams/LMS server down issue, the department examination coordinator has to reschedule that exam.

*P.G.K.*

**Prof. P. G. Karajagi**  
**Internal Examination Coordinator**



*[Signature]*  
**Principal**