

# ACHARYA INSTITUTE OF GRADUATE STUDIES

Affiliated to Bangalore University & Recognised by Govt. of Karnataka, NAAC Accredited

Date: 09/10/2017

Ref No.: AIGS/P.O/HoD/2017-18

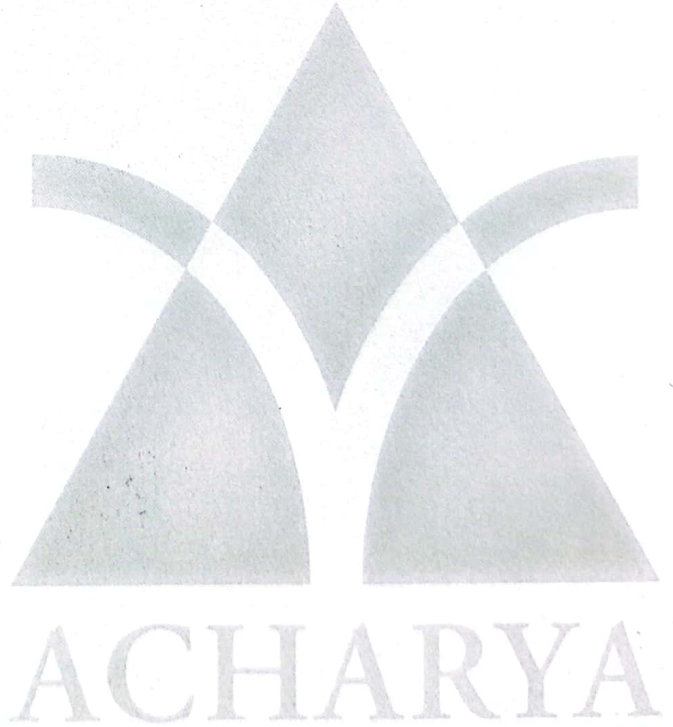
## CIRCULAR

It is hereby informed to all the Head of Department to conduct the assessment of the learning levels of the students enrolled/attended for every Certificate/Add on/Value Added Course.

The assessment must be done after the event by following the assessment procedure and instructions annexed herewith.

  
Principal

**PRINCIPAL**  
Acharya Institute of Graduate Studies  
Soladavenahalli, Hesaraghatta Road  
Bengaluru - 560107





# ACHARYA INSTITUTE OF GRADUATE STUDIES

Affiliated to Bangalore University & Recognised by Govt. of Karnataka, NAAC Accredited

## ASSESSMENT PROCEDURE

With the completion of each certificate/add-on/value added programs, students are required to complete all the procedures instructed. The Head of Department and event coordinator shall conduct the test/assignment/interview. The test/assignment/interview must be conducted to evaluate the learning levels of the student. The grading system must be in place.

This engagement must be purely to improvise the overall performance of the student in the opted course under the certificate/add-on/value added program.

### Instructions

1. The test/assignment/interview assessments must be conducted for 10 marks.
2. The attendance should be for 5 marks.
3. On the basis, the tests/assignment/interview assessments shall be rigorously scrutinized, assessed and the performance be graded by the Coordinator.
4. Absence to test/interview or failure in submission of assignments is not acceptable. The reason for absence/defiance will be strictly scrutinized. The Principal and HoD/Event Coordinator decision will be final.
5. The certificate will be issued to the student qualifying in the test/assignment/interview.

*Caridee*  
**PRINCIPAL**

Acharya Institute of Graduate Studies  
Soladwanahalli, Hesarghatta Road  
Bengaluru - 560107

ACHARYA