



SANATANA DHARMA COLLEGE

ALAPPUZHA

Affiliated to the University of Kerala
Reaccredited by NAAC with A+ grade



CRITERION 2

TEACHING-LEARNING & EVALUATION

2.5.1

REDRESSAL OF EXAM RELATED GRIEVANCES (CLMC)



**COLLEGE LEVEL MONITORING COMMITTEE,
S. D. COLLEGE, ALAPPUZHA
REDRESSAL OF EXAM RELATED GRIEVANCES - 2022-23**

The College Level Monitoring Committee (CLMC) takes all measures to ensure that internal assessment is transparent and that student grievances are promptly addressed. In 2022-23, grievances pertaining to internal examinations and end semester exam registration were received. Action was taken to redress these grievances within a time frame of two days. The CLMC ensured effective redressal of internal assessment grievances by providing guidelines to the tutors and HODs. Provision of timely retests for absentees, correction of errors in mark calculations and scrutiny of answer sheets at the department level were carried out in this manner. Requests for date extensions (assignments and seminars) were also accommodated by the departments.

The CLMC addressed several other grievances effectively during the period.

1. Requests for reappearance in internal tests were allowed, leading to subsequent mark improvement.
2. Errors in registration for University examinations were rectified through direct correspondence with the Controller of Examinations, University of Kerala.
3. Grievances regarding exam fee concessions were resolved in correspondence with the Controller of Examinations and University Computer Centre.
4. Technical issues related to the University SLCM portal (including incorrect entries) were successfully resolved through correspondence with the Controller of Examinations and University Computer Centre.



5. Additionally, the CLMC extended support to students in applying for scrutiny, reevaluation, reappearances, and condonation in relation to University examinations as required.

Sd/-

CLMC Coordinator



Principal

Prof. (Dr.) PREMA K.H
PRINCIPAL
PEN 467693
S D COLLEGE ALAPPUZHA



05.06.2023

Alappuzha

From

Dr. Krishnan M

Assistant Professor & Head

Department of Commerce

Sanatana Dharma College, Alappuzha

To

Controller of Examination

University of Kerala (Through Principal, SD College)

Respected Sir

We are herewith forwarding the internals of [REDACTED] a final year BCom student of BCom 2019-22 batch, who had registered for semester 6 examination along with B. Com 2020-23 batch due to attendance shortage in the regular year of study. He had applied for condonation and has appeared for the examination in 2023.

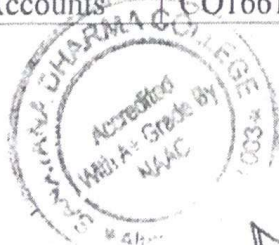
| Name of the Subject | Subject Code | Assignment (Out of 5) | Test paper (Out of 10) | Total (Out of 20) | Signature of the Candidate |
|-----------------------------|--------------|-----------------------|------------------------|-------------------|----------------------------|
| Auditing | CO1641 | 4 | 4 | 8 | [REDACTED] |
| Applied Costing | CO 1642 | 5 | 7 | 12 | |
| Management Accounting | CO1643 | 4 | 4 | 8 | |
| Management of Foreign Trade | CO1661.7 | 4 | 4 | 8 | |
| Taxation Law and Accounts | CO1661.1 | 4 | 4 | 8 | |

Truly

Class advisor.

Do Preya R

5/6/23



PKH

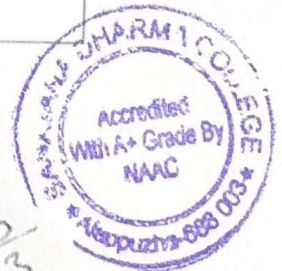
M. Krishnan

Dr. Krishnan M
Head
P.G & Research Department of Commerce
S. D. College
Alappuzha - 688 003

Forwarded

Prema
21/6/23

Prof. (Dr.) PREMA K.H.
PEN : 467693
DRAWING & DISBURSING OFFICER
S.D. COLLEGE ALAPPUZHA



7/11/24, 5:24 PM

Gmail - Modified internal assessment details of Semester I, II and III 2017 Admission.



SDCollege Alappuzha <sanatanamalp@gmail.com>

Modified internal assessment details of Semester I, II and III 2017 Admission.

1 message

SDCollege Alappuzha <sanatanamalp@gmail.com>

Fri, Jul 9, 2021 at 12:41 PM

To: CBCS B Sc VI Section <cbsbsc6@keralauniversity.ac.in>

To,
The Controller of Examinations,
University of Kerala

This is to bring to your kind attention that the Internal Examinations conducted for the Semester I, II and III (2017 Admission), Subject- Biotechnology, Department of Microbiology of this Institution, the following students (File attached) has previously secured below pass marks and this had been reflected in the respective University examination Semester mark sheet. The following students were provided an opportunity for improvement in including internal examination and Seminar/ Assignment for I Semester in November, 2018, II Semester in March, 2019 and III Semester in October, 2019 and have obtained higher marks. The Previous marks as well as the Improvement marks for the respective Semesters are attached here with. I would appreciate if you could take necessary steps in adding the improvement marks of the Internal Examination to the main Examination University Examination marks and publish new results.

Regards

Principal
S D College
Alappuzha

Alappuzha,
09/07/2021

PKA



Respected Sir,

This is to inform you that [REDACTED]. (Candidate Code: [REDACTED]) of B Com (Batch: 2019-22) has improved her internal marks for the subject **Communicative Application in English (EN 1551.1)** of Semester – 5. The total marks have improved to 18.. The aforesaid is made clear in table given below:


| Student Name with candidate code | Subject Name | Previous Marks (Out of 20) | Current marks (Out of 20) |
|--|--|----------------------------|---------------------------|
| [REDACTED] (Candidate Code: [REDACTED]) | Communicative Application in English (EN 1551.1) | 0 (Fail) | 18 |

Hereby attaching the bifurcation of internal marks of the candidate [REDACTED]. (Candidate Code: [REDACTED]) for the subject **Communicative Application in English (EN 1551.1)**

| Sl. No. | Student's name | Candidate Code | Attendance (5) | Assignment (5) | Test Paper (10) | Total (20) | Signature |
|---------|------------------|----------------|----------------|----------------|-----------------|------------|-----------|
| 1. | [REDACTED] R. | [REDACTED] | 5 | 5 | 8 | 18 | |

Kindly do the needful.

Thank You.


Prof. (Dr.) PREMA K.H
PRINCIPAL
PEN 467693
S D COLLEGE ALAPPUZHA





SDCollege Alappuzha <sanatanamalp@gmail.com>

Mail No SDC-3/03082021 -fee concession req [REDACTED] SD College

4 messages

SDCollege Alappuzha <sanatanamalp@gmail.com>

Tue, Aug 3, 2021 at 5:09 AM

To: "COLLEGE,ALAPPUZHA SANATANA DHARMA" <sanatanamalp@gmail.com>, Controller of Examinations Kerala University <ku.controller@gmail.com>, "IT Cell (Exams)" <itcellexams@keralauniversity.ac.in>, IT CELL KERALA UNIVERSITY <teamitcell@gmail.com>, KUCC <kucc@keralauniversity.ac.in>, CBCS B Com II <cbsbc.comtwo@keralauniversity.ac.in>

Sir,

Mr [REDACTED] currently studying in First Year B Com has been admitted under Ezhava OBC Non-Creamy Layer with Application No. [REDACTED] Candidate Code [REDACTED] and student id [REDACTED] in this institution in 2020. At the time of enrolment, he has been included in the general category without fee concession. His examination registration portal it remain as no fee concession. Actually he is eligible for the fee concession. A copy of the admit memo, allotment memo are attached here with. I request you to take necessary steps to solve this issue at the earliest.

Regards
Regards

Principal
S D College
Alappuzha



kucc Kerala University <kucc@keralauniversity.ac.in>
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Tue, Aug 3, 2021 at 5:01 PM

Corrected Please check now
[Quoted text hidden]

IT Cell (Exams) <itcellexams@keralauniversity.ac.in>
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Thu, Aug 5, 2021 at 5:18 PM

Your mail has been forwarded to the concerned section for necessary action. For more queries regarding this matter please contact the mail ID given below.

[@kucc Kerala University](mailto:kucc@keralauniversity.ac.in)

On Tue, Aug 3, 2021 at 5:09 AM SDCollege Alappuzha <sanatanamalp@gmail.com> wrote:
[Quoted text hidden]

--
Regards,

IT Cell (Exams)
University of Kerala
Thiruvananthapuram - 34



PKH



kucc Kerala University <kucc@keralauniversity.ac.in>
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Sat, Aug 7, 2021 at 10:39 PM

Respected Sir/Madam,

Fee concession corrected. Please check now. If there is any issue please send mail to kucc@keralauniversity.ac.in

7/11/24, 5:08 PM

Gmail - Mail No S D College /1/022021Exam Reg Of ARYA



SDCollege Alappuzha <sanatanamalp@gmail.com>

Mail No S D College /1/022021Exam Reg Of [REDACTED]

3 messages

SDCollege Alappuzha <sanatanamalp@gmail.com>

Thu, Feb 25, 2021 at 6:09 AM

To: "IT Cell (Exams)" <itcellexams@keralauniversity.ac.in>, Controller of Examinations Kerala University <ku.controller@gmail.com>, IT CELL KERALA UNIVERSITY <teamitcell@gmail.com>

Sir

One of our student [REDACTED] (MSc Chemistry Candidate code [REDACTED]) remitted her 4 sem exam fee for Rs 1720 (Receipt No [REDACTED] at University cash counter on 24/2/2021. But she could register for the examination as the system showed a message "invalid receipt". I request you take steps to register her for the examination with that receipt. I am sending a photocopy of the receipt as an attachment. Please note that her elective paper is

0141 Organic Chemistry IV (CH24241)

Regards

Principal
S D College
Alappuzha



IMG-20210224-WA0059.jpg
154K

IT Cell (Exams) <itcellexams@keralauniversity.ac.in>
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Thu, Feb 25, 2021 at 2:57 PM

Sir/Madam,
Kindly contact KUCC at the earliest.
Phone numbers: 0471-2305801, 0471-2386347
Email: kucc@keralauniversity.ac.in

[Quoted text hidden]

Regards,

IT Cell (Exams)
University of Kerala
Thiruvananthapuram - 34



PKH



IT Cell (Exams) <itcellexams@keralauniversity.ac.in>
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Mon, Mar 1, 2021 at 12:22 PM

Kindly check now

On Thu, Feb 25, 2021 at 6:10 AM SDCollege Alappuzha <sanatanamalp@gmail.com> wrote:

[Quoted text hidden]

[Quoted text hidden]



SDCollege Alappuzha <sanatanamalp@gmail.com>

SLCM complaint SD College reg:-

3 messages

SDCollege Alappuzha <sanatanamalp@gmail.com>
 To: ku.controller@keralauniversity.ac.in
 Cc: support@keralauniversity.ac.in

Wed, May 17, 2023 at 12:07 PM

To
 The Controller of Examinations
 University of Kerala

Sir

Sub: Complaints regarding SLCM

I wish to bring to your notice that we are facing many problems regarding the PG S1 registration in SLCM. The major issues faced are as follows:

- Some students are unable to log in, or reset password
- Unable to edit name, religion, gender, caste etc
- Fees concession issues
- Names of students found in other subject lists
- In M.A. English, names of Papers given wrongly, 2022 syllabus revision not updated

I request you to kindly take steps to resolve these issues at the earliest, as the last date published by the University for registration is 19/05/2023.

Regards

Prof.(Dr.) Prema K H
 Principal
 S D College
 Alappuzha

Support Cell <support@keralauniversity.ac.in>
 To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Wed, May 17, 2023 at 6:00 PM

Please mention the details(Name ,Candidate code,course and specific issue associated to each candidate)
 [Quoted text hidden]

kupg Kerala University <kupg@keralauniversity.ac.in>
 To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Thu, May 18, 2023 at 12:14 PM

Please mention the details(Name ,Candidate code,course and specific issue associated to each candidate) to Support Cell
 (support@keralauniversity.ac.in)

PG semester (Exams)
 Controller of Examinations
 University of Kerala
 Senate Campus, Palayam, Tvp



PKH



----- Forwarded message -----
 From: Support Cell <support@keralauniversity.ac.in>
 Date: Wed, May 17, 2023 at 6:00 PM
 Subject: Re: SLCM complaint SD College reg:-
 To: kupg Kerala University <kupg@keralauniversity.ac.in>

Please mention the details(Name ,Candidate code,course and specific issue associated to each candidate)

On Wed, May 17, 2023 at 12:32 PM kupg Kerala University <kupg@keralauniversity.ac.in> wrote:

PG semester (Exams)
Controller of Examinations
University of Kerala
Senate Campus, Palayam, Tvpm



----- Forwarded message -----

From: **ku.controller Kerala University** <ku.controller@keralauniversity.ac.in>
Date: Wed, May 17, 2023 at 12:20 PM
Subject: Fwd: SLCM complaint SD College reg:-
To: <kupg@keralauniversity.ac.in>
[Quoted text hidden]

PKI+





SDCollege Alappuzha <sanatanamalp@gmail.com>

Complaints in PG S1 registration SD College reg:-

1 message

Tue, Jun 6, 2023 at 8:02 PM

SDCollege Alappuzha <sanatanamalp@gmail.com>

To: ku.controller@keralauniversity.ac.in, Support Cell <support@keralauniversity.ac.in>

Sir The following students of S4 PG 2021 admission of SD College Alappuzha are unable to complete their examination registration for improvement examination of S1 :

Msc . Chemistry
Name: [Redacted]
Can.Code: 05921120001
Issue: payment failed

MCom
Name: [Redacted]
Can. Code: [Redacted]
Issue: payment failed

MA Economics
Name: [Redacted]
Can. code: [Redacted]
Payment failed

MSc Physics
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]
[Redacted]

Issue: payment failed

They are unable to pay their fees. Their name has not appeared in the final nominal roll. Kindly do the needful.

Regards

Prof. Prema K.H.
Principal
S.D. College, Alappuzha

PKH





SANATANA DHARMA COLLEGE

Affiliated to University of Kerala

Re Accredited by NAAC with A+ Grade (3rd Cycle)

Sanatanapuram, Alappuzha - 688 003, Kerala, India

Phone : +91-477-2269350 (Office) / 2266704 (Principal)

Mob : 9446005200. Fax : +91-477-2266704

www.sdcollege.in, e-mail : sanatanamalp@gmail.com

Ref :

Date : 18/1/2021

To
The Controller of Examination
University of Kerala

Sub: To rectify wrong subject name and code of B.Com Sem 3 of three students (Batch – 2019-22)

Respected Sir,

This is a request which needs your immediate attention and action. Three students of B.Com Sem- 3 (Batch : 2019 - 22) have reported that the 'Name of Subjects' shown in **Exam Registration** in their **Individual Profile** are wrong. The amount for Exam Registration fee of one student (with no fee concession has also been reported to be wrong (as the number of subjects shown is only 5). Kindly rectify this. The correct name of subjects are given below:-

| Sl.no. | Name of subject (course title) | Subject/course code | Subject code in sheet |
|--------|---|---------------------|-----------------------|
| 1 | English 3 (business English – 2019 adm. Onwards) | En.1311.2 | 01B |
| 2 | Entrepreneurship development – (2018 adm. Onwards) | Co.1341 | 02 |
| 3 | Advanced financial accounting - (2018 adm. Onwards) | Co.1342 | 03 |
| 4 | Company administration - (2018 adm. Onwards) | Co.1343 | 04 |
| 5 | Financial management - (2018 adm. Onwards) | Co.1361.1 | 05A |
| 6 | E – business - (2018 adm. Onwards) | Co.1331 | 06 |

The name of students are:

1. [REDACTED]
2. [REDACTED]
3. [REDACTED]

Sir, Kindly do the needful for correction.

Thank You

Alappuzha

PKH



Truly,

[Signature]

Dr. P.R. UNNIKRISHNA PILLAI
PRINCIPAL
S.D. College, Alappuzha



SDCollege Alappuzha <sanatanamalp@gmail.com>

Main No 1/01072021 Correction in the Elective/open course exam registration of [REDACTED] B.Com sixth semester (2018-21 batch)

3 messages

SDCollege Alappuzha <sanatanamalp@gmail.com> Thu, Jul 1, 2021 at 1:48 PM
To: Controller of Examinations Kerala University <ku.controller@gmail.com>, CBCS B Com II <cbsbcomtwo@keralauniversity.ac.in>, IT CELL KERALA UNIVERSITY <teamitcell@gmail.com>, "IT Cell (Exams)" <itcellexams@keralauniversity.ac.in>

Sir,
[REDACTED] sixth semester (2018-21 batch), student of B.Com programme of our college had undertaken Management Of Foreign Trade (CO 1661.7) as her elective course. But at the time of examination registration, it was wrongly chosen as Practical Accounting (CO 1661.6). So I request you to take necessary steps to correct the error.

The internal mark entry for the same is found to be not successful for the following subjects.
Management of Foreign Trade (cO 1661.7) and
Taxation Law and Accounts (cO 1661.1)

Expecting your favourable action
Yours faithfully

Principal
S D College
Alappuzha

Rectification request [REDACTED]
470K

IT Cell (Exams) <itcellexams@keralauniversity.ac.in> Thu, Jul 1, 2021 at 5:39 PM
To: SDCollege Alappuzha <sanatanamalp@gmail.com>

Sir/Madam,
Kindly contact the tabulation section concerned in the following mail id for effecting the corrections.
Email: drcbcs2@keralauniversity.ac.in
[Quoted text hidden]

Regards,

IT Cell (Exams)
University of Kerala
Thiruvananthapuram - 34



SDCollege Alappuzha <sanatanamalp@gmail.com> Wed, Aug 4, 2021 at 7:14 PM
To: CBCS B Com II <cbsbcomtwo@keralauniversity.ac.in>, "IT Cell (Exams)" <itcellexams@keralauniversity.ac.in>, IT CELL KERALA UNIVERSITY <teamitcell@gmail.com>

Regards

Principal
S D College
Alappuzha

[Quoted text hidden]

PKH





SDCollege Alappuzha <sanatanamalp@gmail.com>

absentees statement BSc Exam 25-11-19 [REDACTED]

1 message

SDCollege Alappuzha <sanatanamalp@gmail.com>

Fri, Dec 11, 2020 at 12:30 PM

To: DR CBCS II <drcbcs2@keralauniversity.ac.in>, Controller of Examinations Kerala University <ku.controller@gmail.com>

Sir

One of our student [REDACTED] with candidate code [REDACTED] received a letter from your office to report in person for correcting the counterfoil. She had reported in person on 17-11-2020 with all the documents except the absentees statement. I am sending the absentees statement and the memo issued to the student as an attachment file. Kindly take steps to receive the documents attached and release her result as early as possible.

Regards

Principal
S D College
Alappuzha



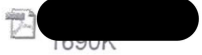
Virus-free. www.avast.com

2 attachments



Sree 1.jpg
73K

PKH



[REDACTED]
1050K



SANATANA DHARMA COLLEGE

Affiliated to University of Kerala

Alappuzha – 688 003, Kerala, India

(Accredited by NAAC with A+ Grade)

Phone : +91-477-2269350 (Office) /mob: 9446005200 (Principal)

www.sdcollege.in

e-mail : sanatanamalp@gmail.com

G2-5/2023-2024

21-06-2023

To

The Controller of Examinations

University of Kerala

Thiruvananthapuram

Sub: Internal marks of 2019-2022 student reg:

I am forwarding herewith the internal marks of [REDACTED] (candidate code [REDACTED]) B.Com S6 2021-2022 student who registered for semester 6 examination along with B.Com S6 2020-2023 batch.

Yours faithfully


Principal

Prof. (Dr.) PREMA K.H.
PEN : 467693
DRAWING & DISBURSING OFFICER
S.D. COLLEGE ALAPPUZHA



PKH



From

The Head of the Department
Department of Microbiology
SD College, Alappuzha

To

The Controller of Examination
University of Kerala

Sir,

**Sub: Modified Internal Assessment Details of Semester V (Open Course) -
2017 Admission**

As per the suggestion from The Controller of Examination, University of Kerala dated 01/02/2021; the following students have been recently provided an opportunity for improvement including internal exam and assignment. They have obtained higher marks in internal exam of their open course paper Horticulture (BO 1551.1) and are attached here with. So I request you to kindly take necessary steps in adding their improvement marks of the internal exam to the main University exam marks, and publish new results.

| Name | Candidate code |
|----------------------|----------------------|
| ████████████████████ | ████████████████████ |
| ████████████████████ | ████████████████████ |

Thanking You

Yours Faithfully,

Alappuzha

03/03/2021

Head of the Department

Prema

Prof. (Dr.) PREMA K.H
PRINCIPAL
PEN 467693
SD COLLEGE ALAPPUZHA

