



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

S.No	Contents	Page No.
1	Introduction	2
2	Question Paper setting	3
3	Evaluation	4
4	Examination Committee & Results Passing Board	6
5	Important dates and Events	7
6	Complaints and Grievances	9
7	Results	11
8	Graduation details	12
9	New initiatives	13



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

1. INTRODUCTION

Examination wing of Government College for Women, Kumbakonam was established in the year 2006 as a statutory body constituted in accordance with the UGC guidelines for autonomous colleges. The wing is headed by the Controller of Examinations (CoE), reporting to the Principal being the Chief Controller of Examinations and supported by the Deputy Controller and clerical staff. The primary responsibility of the Office of Examinations is to plan and conduct all examinations in a fair, transparent and systematic manner as per the academic calendar prepared at the beginning of every academic year.

The examination procedures are in accordance with the guidelines of the Examination Manual which is in accordance with the Bharathidasan University and is in conformity with the UGC guidelines from time to time. The examination system has been fully automated with automation software systems and processes covering generation of question papers, registration for examinations, evaluation processes, preparation and publication of examination results, and printing of consolidated mark sheets.

The examination wing maintains a grievance redressal mechanism as a support to the students to deal with examination-related grievances. The office of examinations is committed to ensure efficient and effective functioning of its office for the benefit of the stake holders.

2. QUESTION PAPER SETTING

a) Question Paper Setting –Internal Tests

For Internal Tests, Question paper for all the courses of UG & PG programmes are set by the Internal Examiners (either the course coordinator or the one of the course teacher chosen by the HOD)

b) Question Paper Pattern –Internal Tests

Odd Semester (November -2023)	
Internal Test I , Test II & Test III	
UG II ,III Year & PG II Year	
Sec A – 10 Questions × 1 Mark	= 10 Marks (Multiple choice questions)
Sec B – 4 Questions × 5 Marks	= 20 Marks (Either or type questions)
Sec C – 1 Questions × 10 Marks	= 10 Marks (One out of Two questions)
Total	40 Marks
Internal Test II & Test III	
I Year UG & PG	
Sec A - 4 Questions × 1 Marks	= 04 Marks (Multiple Choice Questions)
Sec A - 3 Questions × 2 Marks	= 06 Marks (Answer All the Questions)
Sec B - 4 Questions × 5 Marks	= 20 Marks (Either or type questions)
Sec C - 1 Questions × 10 Marks	= 10 Marks (One out of Two questions)
Total	40 Marks



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

Even Semester (April-2024)	
Internal Test I , Test II & Test III	
UG II ,III Year & PG II Year	
Sec A – 10 Questions × 1 Mark	= 10 Marks (Multiple choice questions)
Sec B – 4 Questions × 5 Marks	= 20 Marks (Either or type questions)
Sec C – 1 Questions × 10 Marks	= <u>10 Marks</u> (One out of Two questions)
Total	40 Marks
Internal Test I , Test II & Test III	
I Year UG & PG	
Sec A - 4 Questions × 1 Marks	= 04 Marks (Multiple Choice Questions)
Sec A - 3 Questions × 2 Marks	= 06 Marks (Answer All the Questions)
Sec B - 4 Questions × 5 Marks	= 20 Marks (Either or type questions)
Sec C - 1 Questions × 10 Marks	= <u>10 Marks</u> (One out of Two questions)
Total	40 Marks

c) Question Paper Setting – End Semester Examinations

All the question papers are set by External Examiners. Question Paper setting is done by external examiners in password protected documents sent by the COE office with unique password for each question paper.

d) Question Paper Pattern - End Semester Examinations

A uniform question paper pattern for all (UG & PG) courses is adopted except for Gender Studies, Non Major Elective Courses, Skill Based Elective Courses, Value Education and courses for Competitive Examinations and Self Study Courses.

UG II & III Year & PG II Year	
Sec A – 20 Questions × 1 Mark	= 20 Marks (Multiple choice questions)
Sec B – 5 Questions × 5 Marks	= 25 Marks (Either or type questions)
Sec C – 3 Questions × 10 Marks	= <u>30 Marks</u> (Two out of Three questions)
Total	75 Marks
UG & PG I Year	
Sec A – 10 Questions × 1 Mark	= 10 Marks (Answer all the questions)
Sec A – 5 Questions × 2 Marks	= 10 Marks (Answer all the questions)
Sec B – 5 Questions × 5 Marks	= 25 Marks (Either or type questions)
Sec C – 3 Questions × 10 Marks	= <u>30 Marks</u> (Two out of Three questions)
Total	75 Marks

Question Paper Pattern for Mathematics for Competitive Examinations and Self Study Courses

Seventy Five objective type questions	75 X 1 = 75 marks
---------------------------------------	-------------------

Question Paper Pattern for Skill Based Elective Course, Non Major Elective Course and Gender Studies (As per University norms)

Five Questions (Either or type)	5×15 = 75 Marks
---------------------------------	-----------------



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

e) Scrutiny of Question Papers:

The Question Papers of the End Semester Examinations are scrutinized by external examiners appointed by the COE from a panel approved by the Board of Studies and Academic council. Apart from this external scrutiny, the course in charge will check the question paper on the day of examination and any issues regarding this will be instantly addressed by the COE and the Principal.

3. EVALUATION PROCESS

Continuous Internal Assessment:

The evaluation of the internal assessment will be completely done by the course teachers under various components. The marks will be entered by them in the data sheet sent by COE through official web mail.

Components of Continuous Internal Assessments (CIA)

Theory	
Component	Marks
CIA components 3 tests	15 marks (best two out of three)
Seminar/Assignment	5
Practicum	5
Total	25

Practical	
Component	Marks
Continuous Assessment	25
Record	05
Model Exam	10
Total	40

There will be three centralized Internal Tests for each course in a semester. Each test will be of two hours duration.

Internal	Test Portion	Tentative time
I	Unit I & II	August/January
II	Unit III, IV	September/February
III	Whole syllabus	October/March

Absentees for Internal Tests:

Students who absent themselves for more than one CIA tests can apply for retests through staff in charge and Head of the Department. However, if a student is not able to write the Internal Test I because of her participation in an important event related to NCC, NSS or Games/Sports representing the College/University, the student has to get the prior permission of the Principal through proper channel.



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

Passing minimum:

Programme	Passing minimum in CIA		Passing minimum in ESE	
	Theory (25 marks)	Practical (40 marks)	Theory (75 marks)	Practical (60 marks)
UG	10	16	30	24
PG	13	20	37	30

Consolidation of CIA:

CIA mark statements are generated and distributed to the departments. The tutors announce the CIA results, obtain signature from the students and submit it to the COE office.

Conduct of End Semester Examinations:

1. In addition to continuous evaluation component, the end semester examination, which will be a written-type examination of at least 3 hours duration (**extra time of one hour for disabled students** as per University letter Ref: Letter No: 7059/K1/2009-2, Dated :06.08.2009), would also form an integral component of the evaluation.
2. All those students who have been enlisted with required number of days of attendance are eligible to appear for the ESE irrespective of whether they have passed in the CIA or not. Students have to provide information in respect of the arrear papers they are applying for in the class wise form, provided for the purpose. Based on this, the examination fee details are uploaded. Hall tickets will be issued only for those who have paid the fees.
3. Payment of Examination fees is made online through the Examination portal in the College website www.gcwk.ac.in making the process hassle free.
4. Examination timetable is generated through the COE software and is made available in the college website and also distributed to the departments.
5. The students must bring the Hall Ticket and their College ID card to every session of the End Semester Examinations for verification. If the students fail to bring the hall ticket, a penalty of Rs 100/- will be levied along with a request letter for getting duplicate hall ticket.
6. Students can bring into the Examination Hall only ordinary Scientific / Engineering calculators. They can use mathematical, statistical or any other Table, (if required) provided by the College during the ESE. Students are not allowed to bring programmable calculators / mobile phones or any other electronic communication devices or unwanted materials into the examination hall. Bringing in such things would be considered as malpractice.



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

7. Allotment of seats is made using the EMS in such a way that there is no room for malpractice in the form of copying. Students are provided with the details of Hall Number in their hall tickets.
8. Barcoded answer sheets are used for End Semester Examinations.
9. Malpractice instances are entered in the EMS and action taken by the Examination Committee is also incorporated in the EMS.
10. OMR sheets are used for Courses with the question paper pattern of MCQs.

Evaluation Process – End Semester Examinations:

Part I, Part II and Part III courses are valued by external examiners of the respective subjects. A chief examiner is appointed for every 6 examiners. Central Valuation is undertaken by a senior staff member as the Camp Officer.

Other than NME Courses, valuation of all Part IV courses are done by internal examiners.

Mark entry has been made easier with barcoded mechanism. Individual mark statement preparation is automated and verification is done jointly by the examiner and Chief examiner.

4. EXAMINATION COMMITTEE AND RESULT PASSING BOARD
Examination Committee

Designation	Odd Semester November 2023	Even Semester April 2024
Principal (incharge)	Dr.S.Ahila	Dr.S.Ahila
Controller of Examinations	Dr. W. Jayaseeli	Dr. W. Jayaseeli
Deputy Controller of Examinations	Mrs. C. Thenmozhi	Mrs. C. Thenmozhi
Senior Staff Member Arts	Dr.S.Ahila	Dr.S.Ahila
Senior Staff Member Science	Dr.R.Radha	Dr.R.Radha



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

Results – Passing Board

Designation	Odd Semester November 2023	Even Semester April 2024
Principal (incharge)	Dr.S.Ahila	Dr.S.Ahila
External subject expert - Arts	Dr.G.Arunachalam Associate Professor of English Rajah Serfoji Government College (A) Thanjavur	Dr. D. Malarvizhi Controller of Examinations K.N. Govt. Arts College for Women (A) Thanjavur.
External subject expert - Science	Dr.M.Meenatchisundaram Associate Professor of Chemistry Government Arts College (A) Kumbakonam	Dr. P. Mariappan Associate Professor of Zoology Rajah Serfoji Government College (A) Thanjavur
Controller of Examinations	Dr. W. Jayaseeli	Dr. W. Jayaseeli
Deputy Controller of Examinations	Mrs. C. Thenmozhi	Mrs. C. Thenmozhi
All Head of the Departments	12 HODs	12 HODs

5. IMPORTANT DATES AND EVENTS

a) Examinations Fees

Particulars	Dates			
	Odd Semesters November 2023		Even Semesters April 2024	
Examination Fee Payments without fine (UG & PG)	From	To	From	To
	09.10.2023	16.10.2023	06.03.2024	15.03.2024
Examination Fee Payments with fine (UG & PG)	17.10.2023	25.10.2023	16.03.2024	22.03.2024
Examination Fee Payments for CIA Re Test	12.01.2024	31.01.2024	26.06.2024	08.07.2024
Revaluation Fees	12.01.2024	31.01.2024	26.06.2024	08.07.2024
Transparency Fees	12.01.2024	22.01.2024	26.06.2024	08.07.2024



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

b) Internal Tests

Test Details	Odd Semester November 2023		Even Semester April 2024	
	From	To	From	To
Internal Test I for all UG & II PG	01.08.2023	04.08.2023	---	---
Internal Test I for all UG & PG	---	---	19.02.2024	22.02.2024
Internal Test II for all UG & II PG	13.09.2023	19.09.2023	---	---
Internal Test III for all UG & II PG	12.10.2023	16.10.2023	---	---
Internal Test I for I PG				
Internal Test II for all UG & PG	---	---	05.04.2024	08.04.2024
Internal Test II for I PG	20.11.2023	22.11.2023	---	---

c) End Semester Examinations

Particulars	Odd Semester November 2023		Even Semester April 2024	
	From	To	From	To
Semester Examinations Theory for UG & PG (Regular & Arrear)	03.11.2023	24.11.2023	29.04.2024	18.05.2024
Semester Examinations Theory for PG I Year Regular	04.12.2023	09.12.2023	06.12.2024	18.12.2024
Semester Examinations Theory for M.Phil	03.11.2023	07.11.2023	---	---
Semester Examinations Practical for UG & PG	09.10.2023	28.10.2023	14.10.2024	26.10.2024
Special examinations for Sports Students	04.12.2023	09.12.2023	---	---

d) Results:

Particulars	Odd semester November 2023	Even Semester April 2024
Publication of CIA results for UG & PG	21.12.2023	24.04.2024
Publication of End semester results for UG & PG	12.01.2024	26.06.2024
Publication of M.Phil results	12.01.2024	26.06.2024
Publication of Revaluation results for UG & PG	03.02.2024	11.07.2024
Publication of results for Supplementary Exam for UG & PG	12.01.2024	24.07.2024



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

6. COMPLAINTS AND GRIEVANCES

Revaluation: Students can apply for any number of papers (passed/failed) for revaluation.

Particulars	Odd Semesters November 2023		Even Semesters April 2024	
	UG	PG	UG	PG
No. of students applied for revaluation	17	41	29	31
No. of Students who got change in mark / grade on revaluation	8	11	13	23
No of Students applied for Transparency	---	---	---	---

Supplementary Examinations

Students who have to reappear for one or two courses only for the completion of the Programme can apply for supplementary examinations.

Particulars	Even semester	
	UG	PG
No. of students appeared for supplementary Examinations (UG)	131	13
No. of students completed the Programme	96	11

Report on Malpractice

Particulars	Odd Semester November 2023	Even Semester April 2024
UG No. of Students	8	---
PG No. of Students	---	---



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

7. RESULTS

Programme wise Odd Semester Results: a) Under –Graduation Programmes

Programme (UG)	I Semester			III Semester			V Semester		
	Appeared	Passed	Pass%	Appeared	Passed	Pass%	Appeared	Passed	Pass%
Botany	34	24	70.59	39	38	97.44	43	43	100.00
Chemistry	74	35	47.30	64	60	93.75	69	67	97.10
Commerce	144	101	70.14	140	137	97.86	143	134	93.71
Computer Science	108	89	82.41	90	65	72.22	104	99	95.19
Economics	138	71	51.45	114	93	81.58	127	123	96.85
English	113	48	42.48	118	92	77.97	127	80	62.99
Geography	78	31	39.74	71	42	59.15	72	56	77.78
History	226	101	44.69	192	139	72.40	184	164	89.13
Mathematics	109	65	59.63	96	92	95.83	105	104	99.05
Physics	70	43	61.43	67	63	94.03	73	67	91.78
Tamil	113	65	57.52	102	90	88.24	111	90	81.08
Zoology	82	48	58.54	83	74	89.16	72	67	93.06

b) Post –Graduation Programmes

Programme (PG)	I Semester			III Semester		
	Appeared	Passed	Pass%	Appeared	Passed	Pass%
Chemistry	25	10	40.00	25	25	100.00
Commerce	40	15	37.50	38	35	92.11
Computer Science	59	55	93.22	57	57	100.00
Economics	33	21	63.64	28	27	96.43
English	30	18	60.00	28	27	96.46
Geography	11	0	0.00	12	10	83.33
History	29	16	55.17	35	35	100.00
Mathematics	34	22	64.71	31	28	90.32
Physics	23	5	21.74	22	22	100.00
Tamil	35	21	60.00	34	33	97.06
Zoology	12	9	75.00	16	16	100.00

c) M.Phil Programmes

Programme(M.Phil)	Appeared	Passed	Pass%
Computer Science	1	1	100.00



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

Programme wise Even Semester Results:

a) Under –Graduation Programmes

Programme (UG)	II Semester			IV Semester			VI Semester		
	Appeared	Passed	Pass%	Appeared	Passed	Pass%	Appeared	Passed	Pass%
Botany	31	17	54.84	39	31	79.49	43	42	97.67
Chemistry	73	51	69.86	66	56	84.85	71	58	81.69
Commerce	144	108	75.00	140	112	80.00	146	138	94.52
Computer Science	104	88	84.62	90	84	93.33	102	101	99.02
Economics	136	56	41.17	114	54	47.37	129	127	98.45
English	108	50	46.30	116	66	56.90	128	117	91.41
Geography	73	35	47.95	71	35	49.30	71	68	95.77
History	218	106	48.62	187	70	37.43	185	172	92.97
Mathematics	109	21	19.27	96	89	92.71	105	103	98.09
Physics	70	46	65.71	67	56	83.58	73	64	87.67
Tamil	107	82	76.63	100	58	58.00	109	108	99.08
Zoology	75	28	37.33	82	59	71.95	73	73	100

b) Post –Graduation Programmes

Programme (PG)	II Semester			IV Semester		
	Appeared	Passed	Pass%	Appeared	Passed	Pass%
Chemistry	25	25	100.00	25	25	100
Commerce	40	17	42.50	37	35	94.59
Computer Science	59	56	94.92	57	57	100
Economics	32	4	12.50	28	26	92.85
English	30	12	40.00	28	28	100
Geography	10	4	40.00	13	12	92.31
History	29	29	100.00	35	35	100
Mathematics	34	27	79.41	33	33	100
Physics	23	23	100.00	22	22	100
Tamil	32	32	100.00	33	28	84.85
Zoology	12	12	100.00	15	15	100



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

8. GRADUATION DETAILS

Graduation Outcomes:

The following grading system is adopted.

UG Programme

CGPA	Corresponding Grade	Classification of Final Results
9.00 and above	O	Outstanding
8.00 to 8.99	A+	Excellent
7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
4.00 to 4.99	C	Average
Below 4.00	R.A.	Re-Appearence

PG Programme

CGPA	Corresponding Grade	Classification of Final Results
9.00 and above	O	Outstanding
8.00 to 8.99	A+	Excellent
7.00 to 7.99	A	Very Good
6.00 to 6.99	B+	Good
5.00 to 5.99	B	Above Average
Below 5.00	R.A.	(Re-Appearence)

a) Graduation Outcome - Under Graduation Programmes

Department	Appeared	No. of students passed with						
		O	A+	A	B+	B	Passed	Pass %
Botany	43	1	21	13	7	-	42	97.67
Chemistry	71	2	24	30	2	-	58	81.69
Commerce	146	1	38	66	33	-	138	94.52
Computer Science	102	7	51	36	7	-	101	99.02
Economics	129	-	-	34	89	4	127	98.45
English	128	-	-	18	89	10	117	91.41
Geography	71	-	-	15	44	9	68	95.77
History	185	-	1	27	138	6	172	92.97
Mathematics	105	26	56	21	-	-	103	98.09
Physics	73	3	26	33	2	-	64	87.67
Tamil	109	-	3	40	63	2	108	99.08
Zoology	73	1	15	49	8	-	73	100



Government College for Women (Autonomous), Kumbakonam
Office of the Controller of Examinations
Annual Report - 2023-2024

b) Graduation Outcome - Post Graduation Programmes

Department	Appeared	No. of students passed with						
		O	A+	A	B+	B	Passed	Pass %
Chemistry	25	9	13	3	-	-	25	100
Commerce	37	-	7	25	3	-	35	94.59
Computer Science	57	13	37	7	-	-	57	100
Economics	28	-	1	19	6	-	26	92.85
English	28	-	4	17	7	-	28	100
Geography	13	-	3	4	5	-	12	92.31
History	35	-	8	27	-	-	35	100
Mathematics	33	9	19	4	1	-	33	100
Physics	22	1	19	2	-	-	22	100
Tamil	33	-	9	19	-	-	28	84.85
Zoology	15	3	9	3	-	-	15	100

9. NEW INITIATIVES

- Value added course certificates is issued by COE office from 2023-2024 onwards.
- OBE based evaluation strategies have been initiated for implementation from 2024 Batch onwards.
- Naan Mudhalvan Skill Enhancement courses have been incorporated in curriculum and mark statements.
- Section A in the question paper pattern (20 X 1 = 20 Marks) is changed to MCQs 10 X 1 = 10 marks and short answer questions 5 X 2 = 10 marks.

Dr. W. JAYASEELI
Controller of Examinations