



RCSS
RAJAGIRI COLLEGE OF
SOCIAL SCIENCES
(AUTONOMOUS)

Rajagiri College of Social Sciences (Autonomous)

"College With Potential For Excellence"
(Affiliated to Mahatma Gandhi University)

NAAC Accreditation

Year 2000 at Five Star Level

Year 2007 at A⁺ Level

Year 2013 - at A Grade with CGPA of 3.70 on 4 point scale
Year 2021-at A++ Grade with CGPA of 3.83 on 4 point scale

RE-TEST POLICY FOR CAE 1 & CAE 2 of UG and PG PROGRAMMES

Ref:

1. Circular from Principal No.RCSS/774/EXAM/18 Dated 27 Jul 2018
2. Circular from Principal No.RCSS/231/EXAM/19 Dated 16 Sep 2019

Re-test for CAE 1

Special Compensatory CAE 1 will be sanctioned only on genuine grounds and on rare cases. Such cases may include situations such as death of close family member or other personal tragedy, including the student being hospitalized as a result of an accident or illness, or in cases where the student is attending events representing College (with prior written permission from Principal) including final placement process through College. Under normal conditions, intimation of absence shall be given to the HOD/Batch coordinator/ ACE prior to the examination. In exceptional situations where prior intimation is not possible, the same shall be informed to the respective authority as soon as situation permits. Merit of the application for all Special Compensatory CAE 1 requests shall be evaluated by a committee comprising of HOD, Batch coordinator and ACE.

In order to apply for Special Compensatory CAE 1, students may submit a written request to Examinations Office, duly signed and recommended by Head of the Department, within two working days of completion of CAE 1 examinations for respective semester. CE shall process the application and final approval shall be communicated to the student accordingly. Special compensatory CAE 1 shall be conducted without disturbing normal class hours as per the communication from Examinations Office.

Re-test for CAE 2

Special Compensatory CAE 2 for students who are unable to write CAE 2 in full or any part thereof is ordinarily available only once in an academic year during the regular course of study.



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Special Compensatory CAE 2 is permissible only on the following grounds:

1. For attending exams and coaching sessions related to Professional courses offered through College.
2. For attending Placement and summer internship events organized through College.
3. For accommodating International students joining College at various stages of regular courses / sessions.

Special compensatory CAE 2 can be initiated only by respective HOD or respective course coordinator through HOD. Students are not eligible to apply for Special Compensatory CAE 2 on their own to Examinations Department. Principal shall sanction the request on the basis of merit and final approval shall be communicated to the students accordingly by Controller of Examinations. Heads of Departments or Course coordinators shall submit the request to the Principal for approval 14 days prior to ESE. Special compensatory CAE 2 shall be conducted as per the communication from Examination Office without disturbing normal class hours.

Kalamassery
18-Nov-2021




Manoj Mathew Ph.D.
Controller of Examinations