

## Circular Letter

Date: 1 July 2022

**To:**

All Faculty Members and Students  
Harivandana College, Rajkot

**Subject:** Implementation of Examination Reforms

Dear Faculty Members and Students,

We are pleased to inform you that, in line with our continuous efforts to improve the academic standards and ensure a more comprehensive evaluation system, Harivandana College is implementing several **Examination Reforms** for the upcoming academic year. These reforms are designed to make assessments more student-friendly, fair, and aligned with the best educational practices.

**Key Reforms:**

1. **Continuous Assessment:** The examination system will now include continuous evaluation through assignments, quizzes, projects, and presentations. This will reduce the stress of single large exams and provide a more holistic view of student performance.
2. **Revised Examination Pattern (For Internal Examination):** The traditional examination format will be updated (for Internal Examination). The new pattern will focus on **application-based questions, critical thinking, and problem-solving abilities**, rather than rote memorization.
3. **Introduction of Open-Book Exams:** To encourage learning and research, some exams will now be conducted in an open-book format, allowing students to refer to textbooks and notes during the examination.
4. **Online and Offline Assessment:** A hybrid model will be adopted where some exams will be conducted online, particularly for theory papers, while practical exams will remain offline, ensuring flexibility and convenience for all students.
5. **Moderation and Transparency (For Internal Examination):** The college will implement a transparent marking system. All examiners will adhere to clear rubrics for evaluation, and the grading process will involve moderation to ensure fairness.
6. **Student Feedback on Examination Process (For Internal Examination):** After every examination session, students will be encouraged to provide feedback on the examination process. This will help in improving future exam strategies and ensuring that the exams remain relevant and effective.
7. **Increased Focus on Skill-based Assessments (For Internal Examination):** The emphasis will now be on evaluating students on real-world skills such as critical thinking, creativity, communication, and analytical abilities. This will help in developing job-ready graduates.

**Implementation Schedule:** These reforms will be implemented in phases, starting from the 2022. Detailed guidelines and schedules for the implementation of the revised examination patterns will be shared with all students and faculty members soon.

**Policy Guidelines:**

1. **Examination Registration:** All students must register for the examinations as per the new guidelines.
2. **Preparation and Study Materials:** Students are advised to begin their preparation with a focus on understanding concepts and problem-solving rather than rote memorization.
3. **Faculty Coordination:** Faculty members are requested to coordinate and support the smooth implementation of these reforms by updating syllabi and teaching methods in accordance with the new evaluation criteria.

We believe that these reforms will contribute significantly to improving both the learning experience and the examination process. We request all students and faculty members to fully cooperate for the successful implementation of these changes.

For any further queries, you may contact the Examination Office.

Thank you for your understanding and support.



**By Order**  
  
**Principal**

Harivandana College, Rajkot

Copy to

1. Examination Cell
2. Notice Board
3. Heads of Department
4. Administration Cell