



### **COMPOSITION OF EXAMINATION COMMITTEE**

Accordingly, a committee with the following personnel is constituted in Unity College of Pharmacy, Raigir (V), Bhongir (M), Yadadri Bhuvanagiri (Dist), TS.

<b>S.No</b>	<b>Name of the Member</b>	<b>Actual Designation</b>	<b>Designation in the committee</b>
<b>1</b>	Dr.Ampati Srinivas	Principal & Professor	Chairperson
<b>2</b>	Dr.K.Mohini	Professor	Co-Ordinator
<b>3</b>	Mr.Md.Ismail	Associate Professor	Member
<b>4</b>	Mr.P.Nagaraju	Associate Professor	Member
<b>5</b>	Mr.S.Amarnath	Associate Professor	Member
<b>6</b>	Ms.B.Mounika	Assistant Professor	Member

PRINCIPAL

UNITY COLLEGE OF PHARMACY  
RAIGIRI (V), BHONGIR (M),  
YADADRI BHONGIR (DT)



An Examination Committee is a group responsible for overseeing and managing all aspects related to the examination process. This committee plays a crucial role in ensuring that exams are conducted in a fair, transparent, and efficient manner, and that academic integrity is maintained. It handles everything from setting up examination schedules to managing results.

#### **Functions and responsibilities:**

- The committee is responsible for creating the examination timetable, ensuring that exams are scheduled in a manner that minimizes clashes for students.
- It ensures that the examination dates and times are communicated effectively to all students and faculty.
- The committee works with subject professors or examiners to design and review question papers that align with the syllabus and academic standards.
- Ensures that the exam papers are well-structured, clear, and free from errors. It may implement measures to prevent cheating, such as assigning invigilators and setting up surveillance systems during exams.
- The committee oversees the smooth conduct of examinations by ensuring that the examination rules and regulations are followed.
- It appoints invigilators, ensures exam centers are well-organized, and manages the seating arrangements to maintain discipline during the exam.



- Ensures transparency by providing information about exam dates, formats, and grading policies. Coordinate the evaluation process by ensuring that exam scripts are graded on time and accurately.
- It addresses discrepancies or grievances related to result discrepancies, re-evaluations, or errors in the grading process.
- The committee may also be responsible for issuing official transcripts, mark sheets, and other examination-related documents to students after the results are declared.
- If there are any instances of cheating, malpractice, or violation of examination rules, the committee investigates the matter and takes appropriate disciplinary action according to the institution's guidelines.



  
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