



Lingaya's Lalita Devi Institute of Management & Sciences

(NAAC Accredited "A" Grade Institute & Approved U/s 2(f) of UGC Act 1956)

Mandi Road, Mandi, New Delhi-110047.

Ph : 011-26651112-3, Fax : 011-26651050

website : www.lldims.edu.in, email : director.ldims@gmail.com



Internal Examination Policy of LLDIMS

About the Institution

Lingaya's Lalita Devi Institute of Management & Sciences is a sister organization of Lingaya's Group of Institutions, affiliated with Guru Gobind Singh Indraprastha University, Dwarka, New Delhi, 110078, and approved by the Govt. of NCT of Delhi. Lingaya's Lalita Devi Institute of Management & Sciences achieved an 'A' Grade through NAAC accreditation in 2012 and 2017, ISO certified, and approved u/s 2(f) UGC Act.

The Institute, established in 2005, aims to match its standards with the top professional colleges in the country. The best facilities and environments are provided for the students' overall development. Our aim is to give the students not only a quality education but also provide them opportunities in their respective professions through placement.

LLDIMS, situated at Mandi Hills, is an institute that aims to provide first-level professional cadres in various specialized fields like management, media, education, etc. The institution truly believes in developing analytical ability, critical evaluation, creative thinking, and moral values in our students.

Continuous Internal Evaluation Process

As Lingaya's Lalita Devi Institute of Management and Sciences is affiliated with Guru Gobind Singh Indraprastha University, the internal exam pattern set by the exam internal committee at LLDIMS is in accordance with the guidelines and policies of GGSIP University rules. The internal and external marks are considered for attainment in 25:75 ratios and 40:60 for practical.


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For the internal assessment, the weight of the theory paper constitutes 15 marks, and 10 marks are allotted for the different evaluation processes such as assignments, presentations, quizzes and group discussions.

The exam committee is reconstituted yearly, which is documented in the institution's Joint Assessment Committee report. The exam committee head and its members - department members, are selected based on their contribution to the previous year's examination process. One of the major responsibilities of the exam committee is to conduct at least one internal exam every semester.

The format for the internal question paper is provided to all the departments by the exam committee on the basis of which the faculty members, who is expert in the subject, send a question bank (each unit having the same weightage and in the form of short, medium, and long answer format) to the exam committee and keeps the departmental exam committee member in the loop.

The exam committee decides on the question paper as two sets of it are prepared from the question banks provided by the faculty members. Whether set A or set B will be given to the students on the day of the exam is purely a subject matter of the exam coordinator, thus maintaining the confidentiality and sanctity of the exam cell.

The notification about the internal examination is circulated among students at least 15 days prior to the examination, and all the faculty members are expected to submit their question bank one week before the start of the examination.


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Evaluation Process and the Grievance Redressal System

The faculty members are advised to check and show the exam copies to the students within four days of the completion of the examination. If there is any query raised by the student in the class, the concerned faculty member tries to solve it within the class; if not satisfied, the matter is presented to the HOD, and if the matter is beyond the capacity of the department, the last decision is reserved with the exam coordinator whose decision is final and binding.

Students who could not appear for the midterm examination due to force majeure or unseen circumstances, one additional chance will be provided. Examination and evaluation related grievances of students are addressed by the institution as per the university norms.

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