



OFFICE OF THE PRINCIPAL

BAHONA COLLEGE

P.O. : BAHONA, JORHAT – 785001 (Assam)
(AFFILIATED TO DIBRUGARH UNIVERSITY)
NAAC Accredited, Grade A+ (CGPA 3.36)

Phone: (0376)2398044

Fax: (0376)2398668

Email: bahonacollege@rediffmail.com

Website: www.bahonacollege.edu.in

Ref. No.....

Date: 01-10-2023

Subject: Internal Assessment Related Grievances

This is to inform all the students that if they have any grievances related to the Internal Assessment process undertaken at college, including conducting and evaluation of Sessional Examinations, Seminars, Group Discussions, and Attendance, they may write to the undersigned for swift resolution.

The grievance may be submitted in the form of a handwritten application or by email. An email ID has been instituted for this purpose: **iagbahcol@gmail.com**. The application may be in either Assamese or English.

In addition to the application, the students shall also have to submit a duly filled proforma [attached with this letter] stating the nature of their grievance.

Annexure:

1. Proforma of Internal Assessment related grievances.

Sekha's

Principal
Bahona College

(Dr. Sumbit Chaliha)

Principal
Bahona College

Submission of Grievance Related to Internal Assessment

Name		
Department		
Semester		
Grievance Regarding [Check Relevant Box]	First Sessional Examination	<input type="checkbox"/>
	Second Sessional Examination	<input type="checkbox"/>
	Group discussion/Seminar	<input type="checkbox"/>
	Attendance	<input type="checkbox"/>
	Other	<input type="checkbox"/>
Course title(s)		
Course code(s)		
Date of Examination/Seminar/GD		
Describe the nature of the grievance		

Date: _____

Signature of Applicant _____