

Nazareth College of Arts and Science

*Affiliated to University of Madras
Re-accredited by NAAC with 'B' grade*

ACADEMIC YEAR 2023-2024

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

S. No.	Particulars	Page No.
1.	Grievance letters	1 - 14

Out of syllabus -CZ34A / BS34A - reg.

1 message

Info Ncas <info@ncas.in>

To: Controller of Examinations <controllerunom@gmail.com>

Wed, May 29, 2024 at 2:54 PM

Dear Sir,

Greetings from Nazareth College of Arts and Science

Please find herewith the attached document for your kind perusal and action.

Thanking you,

Regards
Admin
NCAS.

 20240529132240921.pdf
240K




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

DATE: 28th May 2024

From

Ms. K. Alamelu,
Head, Department of Mathematics,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

To

The Principal,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

Respected Madam,

Sub: University Examination April 2024 - Out of syllabus questions- Regarding.

This is to bring to your kind notice that, in the University Examination held on 28/05/2024, few questions in the University question paper for First year B.SC Computer Science were found to be out of syllabus. The details regarding the question paper is given below.

Date of Examination : 28/05/2024
Degree : B.SC Computer Science
Subject Name : Mathematics II
Subject Code : 124E2A/125E2A/137E2A/138E2A/
120E2A/141E2A/127E2A/126E2A/129E2A

Question Paper No. : 52505

Out of syllabus Question No.: 10, 22, 24 (out of syllabus)

I request you to kindly forward the details to the University.

Thanking you,

Yours truly,

(Alamelu. K)

Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Principal
NAZARETH COLLEGE OF ARTS & SCIENCE
Kovilpathagai Main Road, Kannadapalayam.
Avadi, Chennai-600 062

DATE: 25th May 2024

From

Ms. K. Alamelu,
Head, Department of Mathematics,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

To

The Principal,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

Respected Madam,

Sub: University Examination April 2024 - Out of syllabus questions- Regarding.

This is to bring to your kind notice that, in the University Examination held on 24/05/2024, few questions in the University question paper for Third year B.SC Mathematics were found to be out of syllabus. The details regarding the question paper is given below.

Date of Examination : 24/05/2024
Degree : B.SC Mathematics
Subject Name : Graph Theory
Subject Code : SM4AG
Question Paper No. : 72327

Out of syllabus Question No.: 18 (out of syllabus)

I request you to kindly forward the details to the University.

Thanking you,

Yours truly,

(Alamelu. K)


Principal
NAZARETH COLLEGE OF ARTS & SCIENCE
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600 062




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

DATE: 22nd May 2024

From

Ms. K. Alamelu,
Head, Department of Mathematics,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

To

The Principal,
Nazareth College of Arts & Science,
Avadi, Chennai-62.

Respected Madam,

Sub: University Examination April 2024 - Out of syllabus questions- Regarding.

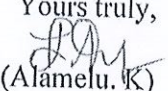
This is to bring to your kind notice that, in the University Examination held on 21/05/2024, few questions in the University question paper for second year B. Com were found to be out of syllabus. The details regarding the question paper is given below.

Date of Examination : 21/05/2024
Degree : B. Com
Subject Name : Elements of Operations Research
Subject Code : CZ34A/BS34A
Question Paper No. : 62537

Out of syllabus question Question No.: 1, 3, 11, 14 (out of syllabus)

I request you to kindly forward the details to the University.

Thanking you,

Yours truly,

(Alamelu, K)


Principal
NAZARETH COLLEGE OF ARTS & SCIENCE
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600 062




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Grievance Letter

Date
26.2.2024

From,

I Oswald Prassanna,

III BCA 'B' (Department of Computer Application),
Nazareth College of Arts & Science,
Avadi.

To, The Class Incharge.

Department of Computer Application,
Nazareth College of Arts & Science,
Avadi.

Respected Madam/Sir,

I am writing this letter to
Requesting you that I wasn't able to
attend my CIA-I Exam due to
some medical illness during [19.2.24 to 23.2.24]
kindly accept my absence and please allow
to write the exam to another day which
helps me to score good internal marks
Thanking you.

Yours faithfully
I Oswald Prassanna.

H.O.D.

Tuxey
Class Incharge



Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Date: 09/03/2024

Grievance Letter.

From

M. Roseline

I BCA 'B'

Nazareth college of arts and science

Department of Computer Application

Avadi

To

The Class incharge

Nazareth college of arts and science

Department of Computer Application

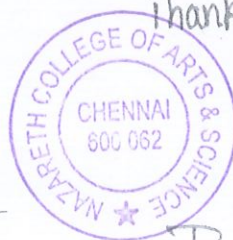
Avadi

Respected madam/sir

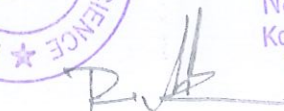
I have been taken leave during the model Examination (Internal) on [01/03/2024 to 08/03-2024].

For causing severe viral fever not able to come to attend the Exam. Kindly grant me permission to write the Exam to another day. so that my Internal mark will be Increase

Thanking you.




HOD


class-Incharge


Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.
Yours Truly
M. Roseline

Requisition Letter

Avadi

From :

Gokul. M

D. B.Sc. CS

Department of Computer Science,
Nazareth College of Arts and Science,
Kovilpathagari - Ch - 62.

To :

The Principal,

Nazareth College of Arts and Science,
Kovilpathagar - Ch - 62.

Subject : Request for Retest of CA1 and CA2 Exam
Due to OD for sports Events.

Respected Sir / Madam,

I am writing to bring to your attention that I am unable to attend the continuous Assessment 1 (CA1) and continuous Assessment 2 (CA2) exam as I was officially deputed to represent our institution. My participation was approved as On Duty (OD), and I had the honor of contributing to our institution's representation in this prestigious event.

While I am proud to have represented the institution, I understand the importance of fulfilling my academic obligations. Therefore, I humbly request you kind consideration in granting me an opportunity to take a retest for the missed exam. I am confident that I can compare and engage to complete my assessments and meet the academic requirements of the course.



Principal
Nazareth College of Arts & Science
Kovilpathagar Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

I have attached the official OD approval letter and other relevant documents for your review. I sincerely apologize for any inconvenience caused and look forward to your positive response.

Thank you for your time and understanding.

Yours faithfully,
M. Ramesh

Class - In-charge.

S. Anand




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Requisition Letter

Avadi

From: A. Anbarasi.

I. B.Sc CS

Department of Computer Science

Nazareth College of Arts & Science

Kovilpathagai - ch-62.

To

The principal,

Nazareth College of Arts and Science

Kovilpathagai - ch-62.

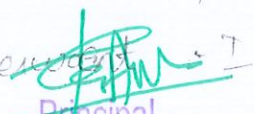
Subject: Request for Retest of CIA1 and CIA2
Exams Due to illness.

Respected sir/ madam:

I am writing to formally inform you about my inability to attend the Continuous Assessment 1 (CIA1) and Continuous Assessment 2 (CIA2) exams due to a severe illness during the scheduled examination period.

Despite my genuine interest and preparation for the exams, my health condition prevented me from attending. I have attached my medical report as evidence, which details the period of my illness and the treatment I underwent. I regret the inconvenience caused by my absence.




Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

but assure the you that it was unavoidable due to the.

I kindly request you to grant me the opportunity to take a retest for the CA1 and CA2 exams.

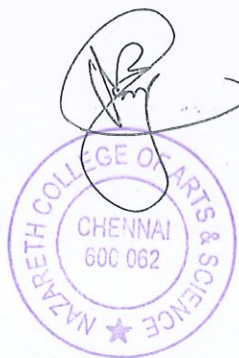
I sincerely apologize for the inconvenience caused and humbly seek your understanding and consideration of my request. I am willing to comply with any further procedures or requirements necessary to facilitate the retest.

Thank you for your attention and support. I look forward to your kind response.

CLASS INCHARGE



Yours faithfully
A. Anbhasi.


Principal

Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Date :- 22.09.23

FROM:-

M. Mukesh

1st B. COM [CS]

Nazareth college of Arts & Science,

Kovilpathagai,

Aradi - 62

TO:-

The Subject Handler,

Business Economic

Nazareth college of Arts & Science,

Aradi - 62

Respect Madam:-

(Sub: Requesting For the Retest)

As, I am requesting for the Retest for CIA-1
Due to the health issue on that particular
Exam, unable to attend it, secured less

Mark in the Internal's, So, kindly ~~Grant~~ Me
permission to ~~reappear~~ the CIA-1 Business

Economic

HOD Signature:-

S. Deivasan

Thanking you

M. Mukesh


Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Aradi, Chennai-600062.

Yours Faithfully

M. Mukesh

Date :- 22.09.2023

From,

S. Sudhakar
I B.Com (CS)
Nazareth College of Art & Science
Kovilpathagai,
Avadi - 62

To

The Subject Handler,
Financial Accounting
Nazareth College of Art and Science
Avadi - 62

Respect Madam,

(Sub): Requesting For the Retest

As, I am requesting for the Retest
for CIA-1, due to the health issue on that
particular Exam, unable to attend it, secured
less mark in the Internals, so, kindly grant
me permission to ~~re-write~~ ~~the CIA-1 Business~~
Financial Accounting



Thanking you

S. Deivan

[Signature]
classmate

Principal
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Yours Faithfully
[Signature]

Date : 19/09/2023

From ,

M.S. Satish Kumar
3rd B.com (C.S.)
Nazareth College of Art & Science
Kovilpathagai,
Avadi - 71

To

The Subject Handler,
^{Company}
~~Business~~ / Law
Nazareth College of Art & Science
Avadi - 71

Respected Madam,

(Sub: Requesting for the Retest)

As, I am requesting for the
Retest for CIA-1, Due to the health
issue on that particular Exam, unable
to attend it, secured less mark in the
Internal, So kindly grant me ~~Permission~~
to rewrite the CIA-1 Business Law



Thanking you

S. D. Vign
HOD

S. D. Vign
(Class In line)

~~Principal~~
Nazareth College of Arts & Science
Kovilpathagai Main Road, Kannadapalayam,
Vellanoor Post, Avadi, Chennai-600062.

Yours Faithfully
HOD

Date: 20/09/2024.

FROM,

P. Harini,
3rd B.COM (LS),

Nazareth College of Arts & Science,
Avadi - 71.

TO,

The Subject Handler,
Corporate Accounting,
Nazareth College of Arts & Science,
Avadi - 71.

Respected Madam,

(Sub: Requesting For the Retest).

As, I am requesting For the Retest For CIA - I, Regarding my health issue on that particular Exam, Unable to attend it, secured less mark in the Internals, so kindly grant me permission to rewrite the CIA - I. Corporate Accounting.

S. D. S. /
H.O.D sign

Thanking you,
class In Charge


Principal
Nazareth College of Arts & Science
Kovilnagari Main Road, Kannadapalayam,
Vellambudi Post, Avadi, Chennai - 600082
yours faithfully
P. Harini.