Department of _____

Departmental Academic Audit Committee Report
ANSWER PAPER

Academic Program :
Semester Number : Class / Section :
Course Code & Course Name :
Department offering the course :
Name of the Course Teacher :

Assessment	1	2	3	Semester end
Audit Date				
1 All questions of all parts answered are valued and no answer is left without giving marks, either a mark or zero. (If there are any question not valued, or valued and marks not offered may be indicated.)	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**
2 Marks for all questions and subdivisions are carried out from answer page to the front page table of the Answer book. (If not, indicate the question and the marks)	**Yes / No**	**Yes / No**	**Yes / No**	Not applicable (marks not entered in inside pages)
3 Total marks of the front page table and total marks of all pages of answer script Tally (If not, where is the mistake and what modification is needed. Indicate clearly)	**Yes / No**	**Yes / No**	**Yes / No**	Not applicable (marks not entered in inside pages)
4 Valuation is as per schema already prepared and marks are given for	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**

#		Column 1	Column 2	Column 3	Column 4
	various steps and points. (If not where does it vary? Give details)				
5	For problems, marks are given for various steps and for the correct answer (If not where is the difference? Indicate)	Yes / No /NA	Yes / No /NA	Yes / No NA	Yes / No /NA
6	The evaluation is proper and fair. (If not, Give comments)	Yes / No	Yes / No	Yes / No	Yes / No
Signature of DAAC Members	Member 1				
	Member 2				
	Member 3				
	Member 4				
Signature of DAAC Coordinator					
Signature of HoD with Date					

Signature of Dean of School with date