



KSSEM
K S SCHOOL OF ENGINEERING AND MANAGEMENT

K.S. GROUP OF INSTITUTIONS
K.S. SCHOOL OF ENGINEERING & MANAGEMENT
#15/1 Mallasandra, Near Vajarahalli, Off Kanakapura Road, Bengaluru - 560 109
www.kssem.edu.in

PROCTOR PROFORMA



Name : AKHILA . A

USN : 1KG21CS005

Branch : CSE

INSTRUCTIONS

Instructions to students:

1. Write all the details neatly & legibly and keep this record safely.
2. Write Name, USN (when allotted), Batch (admitted year-completion year, Ex2015-2019) and respective branch on the front sheet.
3. Record the "STUDENTS PERSONAL DETAILS" on the first sheet.
4. For every semester a separate sheet "STUDENT ACADEMIC PERFORMANCE DETAILS" is provided. The details should be entered as soon as the respective schedules are completed.
5. Details of projects done/seminars/placement activities participation etc. must be recorded immediately.

Instruction to Proctor:

1. Write all the details neatly & legibly and keep this record safely.
2. Proctor assigned in the first year will continue to be the proctor for the assigned student as far as possible.
3. Make sure the student writes his/her name, USN (when allotted), batch (admitted year-completion year, Ex.2015-2019) and respective branch on the front sheet.
4. Make sure the student records the "STUDENT PERSONAL DETAILS" on the first sheet.
5. For every semester a separate sheet "STUDENT ACADEMIC PERFORMANCE DETAILS" is provided. The details should be entered on time.
 - a. Subject codes must be written
 - b. Attendance and Internal Assessment marks must be entered periodically
 - c. After the announcement of university results, external marks must be entered along with the status of results for every semester.
 - d. In case of any failure or detention, marks of the subsequent attempts must be recorded.
 - e. Any Co - B extra-curricular activities participated by student must be recorded.
 - f. Must meet students periodically or as directed by the Principal and the minutes must be recorded
6. Additional "STUDENT ACADEMIC PERFORMANCE DETAILS" sheet is provided at the end, may be used, if required.
7. The proctor in-charge must grade a student by careful observation and record it in "PROCTOR GRADING" section. Any specific comments may be recorded in the separate space provided.
8. Seminars, training, workshops, placements attended and projects carried out may be recorded in the space provided.
9. The details of interactions with parents should be recorded in the given format.



KSSSEM

K.S. GROUP OF INSTITUTIONS K.S. SCHOOL OF ENGINEERING & MANAGEMENT #15/1, Mallasandra, Near Vajarahalli, Off Kanakapura Road, Bengaluru - 560 109

STUDENT PERSONAL DETAILS

Student Name : AKHILA . A	CET RANK : 35225	Blood Group : A + ve
USN : 1K62165005	COMEDK RANK : -	
Date of Birth : 26-04-2003	Other : -	
Branch : COMPUTER SCIENTIST	Changed Branch (if any) :	



Branch	Name of the Board	Name of the Institution	Year of Passing	Class obtained	Percentage
SSLC (10th)	Central Board of Secondary Education	Prathama Central School	2019	DISTINCTION	94.6
PU (12th) (PCM)	Uttarakhand State University Education	Kumarani Comp. PU College	2021	DISTINCTION	92.1
Diploma / Degree					

CO & EXTRA CURRICULAR ACTIVITIES (if any)

Hobbies	Singing
Extra Curricular Activities	
Achievement	

STUDENT CONTACT DETAILS

Permanent Address	Present Address	Tel / Mob : 9380775148
No 54, 1st Main, 1st Cross Mangunath & Nagai Gowdampalya B. H. S. - 560 061		E-mail of student : akhila.mahathk@gmail.com

PARENT DETAILS

Father Name : Amayath K . V	Mother Name : Veena . S	Guardian Name :
Occupation : Civil Engineer	Occupation : -	Occupation :
Address : 1b 54, 1st Main, 1st Cross Mangunath Nagai, Gowdampalya B. H. S. - 61	Address :	Address :
Contact No. : 9100699300	Contact No. : 8050469254	Contact No. :
E-Mail : amayathk@gmail.com	E-Mail : -	E-Mail :

gmail.com

Signature

Akhila . A
Signature of Student

S. N. N. N.
Signature of Parents / Guardian

Name & Signature of Proctor

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER 1

Proctor Name: Boyyapati. Sahithi Designation: Asst Professor Dept: CSE

SUB CODES	21PH111	21PH112	21EE113	21CV114	21EE115	21EE116	21PH116	21EE117	Student Signature
Test & Attd : Avg	1A	1A	1A	1A	1A	1A	1A	1A	
1 st	100	46	96	20	92	20	100	100	AKLILVA
2 nd	100	18	92	20	92	19	100	100	AKLILVA
3 rd	100	19	91	20	91	10	100	100	AKLILVA
Final/Ave.	49/3	28/3	92/3	46/3	91/3	43/3	100/3	100/3	AKLILVA
VTU Exam marks	90	90	90	90	90	90	90	90	
Status (Pass/Fail)	P	P	P	P	P	P	P	P	
Overall performance	Total Marks: 219/900		Percentage: 90.4%		Class Obtained: 49 DISTINCTION		No. of backlogs: 0		
Subsequent attempt marks Exam :									

Co & Extra - Curricular activities :

REMARKS

FIRST TEST
 Proctor Signature with Date: Sahithi 28/11/22 Student Signature with Date: AKLILVA 28/11/22
Sahithi AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

SECOND TEST
 Proctor Signature with Date: Sahithi 28/11/22 Student Signature with Date: AKLILVA 28/11/22
Sahithi AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

THIRD TEST
 Proctor Signature with Date: Sahithi 28/11/22 Student Signature with Date: AKLILVA 28/11/22
Sahithi AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

REMARKS : OVERALL PERFORMANCE Good Performance. No. of backlogs: 0

Proctor Signature with Date: Sahithi 28/11/22 Student Signature with Date: AKLILVA 28/11/22
Sahithi AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER 1

Proctor Name: Ambujak. K Designation: Asst. Professor Dept: CSE

SUB CODES	21MH121	21UE122	21PS123	21EN124	21EN125	21UE126	21UE127	21EG128	Student Signature								
Test & Attd : Avg	1A	1A	1A	1A	1A	1A	1A	1A									
1 st	89	20	88	16	89	20	80	20	95	14	100	100	67	12	AKLILVA		
2 nd	95	20	90	19	89	20	86	14	66	20	86	100	75	16	AKLILVA		
3 rd	96	20	91	20	90	20	85	15	65	14	92	100	100	18	AKLILVA		
Final/Ave.	96	50	91	47	90	50	85	46	85	44	92	50	100	50	95	14	AKLILVA
VTU Exam marks	89	92	83	83	83	83	83	83	100	100	100	100	83		AKLILVA		
Status (Pass/Fail)	P	P	P	P	P	P	P	P	P	P	P	P	P		AKLILVA		
Overall performance	Total Marks: 746/900		Percentage: 86.22%		Class Obtained: FCD		No. of backlogs: 0										
Subsequent attempt marks Exam :																	

Co & Extra - Curricular activities :

REMARKS

FIRST TEST
 Proctor Signature with Date: Ambujak 30/11/22 Student Signature with Date: AKLILVA 30/11/22
Ambujak AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

SECOND TEST
 Proctor Signature with Date: Ambujak 19/12/22 Student Signature with Date: AKLILVA 19/12/22
Ambujak AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

THIRD TEST
 Proctor Signature with Date: Ambujak 19/12/22 Student Signature with Date: AKLILVA 19/12/22
Ambujak AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

REMARKS : OVERALL PERFORMANCE

Proctor Signature with Date: Ambujak 30/11/22 Student Signature with Date: AKLILVA 30/11/22
Ambujak AKLILVA
 Proctor Signature with Date: Student Signature with Date: HOD

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER IV Section 'N' Designation: Assistant Professor Dept: CSE
 Proctor Name: Dr. J. D. Punitha Signature: A. S. Akhila

SUB CODES	21CS31		21CS32		21CS33		21CS34		21CS35		21CS36		21CS37		21CS38		21CS39		Student Signature
	Test & Att'd: Avg	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	
1 st	85	90	54	12	94	15	94	15	73	19	80	20	100	17	100	89	48		Akhila A
2 nd	84	76	85	11	73	13	72	16	71	15	68	20	100	10	100	90	49		Akhila A
3 rd	85	13	85	19	97	16	95	16	85	19	90	16	100	10	100	50	82	49	Akhila A
Final / Ave.	90	45	86	44	96	44	96	40	85	18	80	48	100	50	82	49			Akhila A
VTU Exam marks	86		77		66		77		89		97		100		98				
Status (Pass/Fail)	P		P		P		P		P		P		P		P				
Overall performance	Good		Total Marks: 690		Percentage: 86.1%		Class Obtained: FCD		No. of backlogs: 0										
Subsequent attempt marks Exam:																			

Co & Extra - Curricular activities :

Remarks: G will do better in next Quaterals
Akhila A
 Proctor Signature with Date: [Signature] / 18/11/23 Student Signature with Date: [Signature] / 18/11/23 HOD

SECOND TEST
 Proctor Signature with Date: [Signature] / 19/11/23 Student Signature with Date: [Signature] / 19/11/23 HOD

THIRD TEST
 Proctor Signature with Date: [Signature] / 20/11/23 Student Signature with Date: [Signature] / 20/11/23 HOD

Remarks: OVERALL PERFORMANCE Good
 Proctor Signature with Date: [Signature] / 21/11/23 Student Signature with Date: [Signature] / 21/11/23 HOD

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER IV Section A Designation: Assistant Professor Dept: CSE
 Proctor Name: Ms Punitha M R Signature: A. S. Akhila

SUB CODES	21MH141		21CS42		21CS43		21CS44		21BE45		21CP47		21UH49		Student Signature
	Test & Att'd: Avg	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	IA	AT%	
1 st	95	90	76	19	90	76	95	15	83	8	100	17	100	77	16
2 nd	90	80	74	18	87	13	87	19	92	19	100	80	93	80	
3 rd	93	80	76	20	91	80	83	18	88	18	91	14	96	18	
Final / Ave.	93	80	76	19	91	18	83	16	88	18	91	14	96	18	
VTU Exam marks	96		84		75		86		76		73		82		
Status (Pass/Fail)	P		P		P		P		P		P		P		
Overall performance	Excellent		Total Marks: 868		Percentage: 87.1%		Class Obtained: FCD		No. of backlogs: 0						
Subsequent attempt marks Exam:															

Co & Extra - Curricular activities :

Remarks: Need to work hard in NCS, SS subject
Akhila A
 Proctor Signature with Date: [Signature] / 18/11/23 Student Signature with Date: [Signature] / 18/11/23 HOD

SECOND TEST
 Proctor Signature with Date: [Signature] / 19/11/23 Student Signature with Date: [Signature] / 19/11/23 HOD

THIRD TEST
 Proctor Signature with Date: [Signature] / 19/11/23 Student Signature with Date: [Signature] / 19/11/23 HOD

Remarks: OVERALL PERFORMANCE Excellent Performance
 Proctor Signature with Date: [Signature] / 21/11/2023 Student Signature with Date: [Signature] / 21/11/2023 HOD

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER V SEM A																			
Proctor Name: H.S. PUNITRAN MR										Designation: PAST PROFESSOR					Dept: CGE				
SUB CODES	21CS51	21CS52	21CS53	21CS54	21R5156	21CV37	Student Signature												
Test & Att'd : Avg.	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA					
1 st	85	80	80	30	100	09	75	10	85	13	75	19	Akhila A						
2 nd	87	19	96	15	20	100	20	92	20	85	15	82	20	Akhila A					
3 rd	100	20	97	97	20	100	20	92	20	85	15	86	19	Akhila A					
Final / Ave.	92	49	95	48	90	44	80	44	89	86	39	48	Akhila A						
VTU Exam marks	77	69	80																
Status (Pass/Fail)	P	P	P																
Overall performance	Total Marks: 650			Percentage: 81.25			Class Obtained: P			No. of backlogs: 0									
Subsequent attempt marks Exam :																			

Co & Extra - Curricular activities :

Remarks

FIRST TEST	Punitra	Must focus on 2 BMS, RHP subjects	Akhila A / 21/11/21	HOD
Proctor Signature with Date				
SECOND TEST	Must do improve in all the subjects.	Akhila A	HOD	
Proctor Signature with Date				
THIRD TEST	Good	Akhila A	HOD	
Proctor Signature with Date				
Remarks : OVERALL PERFORMANCE	Good !!!	Akhila A	HOD	
Proctor Signature with Date				

STUDENT ACADEMIC PERFORMANCE DETAILS

SEMESTER VI 'A' CGE																			
Proctor Name: Dakshayini G.P										Designation: Asst Professor					Dept: CGE				
SUB CODES	21CS61	21CS62	21CS63	21CS64	21R5157	21CS66	21CS67	21R5158	Student Signature										
Test & Att'd : Avg.	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA	IA					
1 st	85	10	85	48	101	101	101	100	100	100	100	100	Akhila A						
2 nd	87	16	82	12	63	100	100	100	100	100	100	100	Akhila A						
3 rd	94	20	92	10	83	13	80	20	79	18	100	100	Akhila A						
Final / Ave.	92	43	89	39	85	41	84	41	84	41	100	100	Akhila A						
VTU Exam marks	67	67	68	61	81	94	97	99	Akhila A										
Status (Pass/Fail)	P	P	P	P	P	P	P	P											
Overall performance	Total Marks: 639			Percentage: 79.87%			Class Obtained: A			No. of backlogs: 0									
Subsequent attempt marks Exam :																			

Co & Extra - Curricular activities :

Remarks

FIRST TEST	Daksh	Should score more.	Akhila A	HOD
Proctor Signature with Date				
SECOND TEST	Focus on all the subjects.	Akhila A	HOD	
Proctor Signature with Date				
THIRD TEST	Good.	Akhila A	HOD	
Proctor Signature with Date				
Remarks : OVERALL PERFORMANCE	Good.	Akhila A	HOD	
Proctor Signature with Date				

PROCTOR GRADING

PROCTOR GRADING AT END OF EACH SEMESTER	I	II	III	IV	V	VI	VII	VIII
General Discipline	A	A	A	A	A	A		
Academic Performance	A	B	A	A	A	A		
Communication Skills	A	A	A	A	A	A		
General Grooming	A	A	A	A	A	A		
Behaviour in Hostel	-	-	-	-	-	-		
Response to Curricular Activity	A	B	A	A	A	A		
Response to Extra - Curricular Activity	B	B	A	A	A	A		
Community Responsibility	A	A	A	A	A	A		
Punctuality in Class	A	A	A	A	A	A		
Attitude towards Institution	A	A	A	A	A	A		
Attitude towards faculty	A	A	A	A	A	A		
Attitude towards other students	A	A	A	A	A	A		
Overall Grading	A	A	A	A	A	A		
Signature of Student	Akhila .A	Akhila .A	Akhila .A	Akhila .A	Akhila .A	Akhila .A		
Signature of Proctor		Aet	Punitheo	Punitheo	Punitheo	Punitheo		

Note : A : Excellent B : Very Good C : Needs to Improve D : Needs Counseling E : Needs to be Warned

Comments if any :

D. PROJECT / SEMINARS / PLACEMENTS ACTIVITIES ATTENDED

DETAILS OF INTERACTION WITH PARENTS

Sl. No.	DATE	PARENT NAME	PURPOSE OF INTERACTION	REPLY FROM PARENTS	PROCTOR SIGNATURE
1.	22/12/14	VERENA B	PTM	Good Approval S. VEENA	Punita S

UNIVERSITY RULES

ATTENDANCE

- Attendance is calculated based on academic calendar.
- Minimum Attendance of 85% in each subject should be maintained by the students.
- There is provision for Condonation of 10% of the attendance by Vice Chancellor on the specific recommendations by the principal for reasons such as medical grounds, participation in university level sports, cultural activities, seminars, workshops and paper presentations.
- The students will be informed about their attendance status periodically.
- A student having shortage of attendance in one or more subjects shall have to repeat the whole semester and such students shall take readmission to the same semester in subsequent academic year.

INTERNAL ASSESSMENT

- Each subject either theory or practical will have maximum IA marks of 40
- The IA marks in theory subjects shall be based on 3 tests generally conducted at the end of 5th, 10th & 14th week.
- Average of all the three tests shall be the IA marks for each subject.
- 10 marks are allotted for the assignments in each subjects.
- In case of practical subjects, IA marks will be based on the laboratory record and one practical test.
- For practical subjects, min of 50% of max marks should be secured, otherwise such students who fail to score min of IA marks will not be eligible for corresponding subject in the university examination.