Standard Operating Procedure (SOP) for MITS SLA PARAKH as per AICTE SLA PARAKH Guidelines

Institution PID: 1-7603741

Programmes Offered: Engineering and Technology, Management Studies and Computer Applications

AICTE's Student Learning Assessment (PARAKH) is a comprehensive initiative aimed at evaluating and enhancing the technical knowledge, creativity and cognitive skills of Undergraduate and Postgraduate students. This SOP applies to students, faculty and the institution involved in the AICTE PARAKH initiative for evaluating and improving skill development in technical education.

SOP for Institution

Objective for Institution

- To ensure holistic academic and cognitive development of students and faculty.
- To create a framework for continuous improvement in education through structured assessments.
- To maintain and enhance institutional credibility by benchmarking performance against national standards.

Institution Responsibilities

- Nominate a PARAKH Coordinator to oversee implementation.
- Ensure proper infrastructure (computer labs, internet connectivity, and resources) for conducting assessments.
- Facilitate awareness programs and workshops for students and faculty about the scheme.
- Coordinate with AICTE and ensure compliance with guidelines.
- Maintain records of assessment outcomes and take necessary actions for improvement.
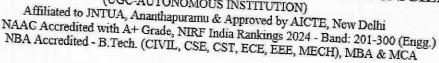
SOP for Students

Objective for Students

- To assess and enhance students' Academic and Higher-Order Thinking Skills.

- To provide self-assessment opportunities for students to identify their strengths and areas for improvement.

- To prepare students for industry requirements by bridging the gap between academic learning and practical application.

Student Responsibilities

- Actively participate in AICTE PARAKH assessments.

- Utilize provided resources and preparatory materials for skill enhancement.

- Attend workshops, training sessions, and awareness programs.

- Apply feedback from assessments for self-improvement.
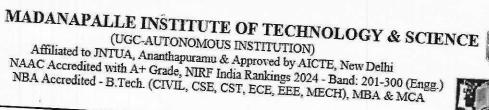
SOP for Faculty

Objective for Faculty

- To evaluate and improve the teaching methodologies based on student assessment outcomes.

- To support students in skill development through guided mentoring and training.

- To align curriculum delivery with industry standards and technological advancements.

Faculty Responsibilities

- Guide students regarding the AICTE PARAKH assessments and their significance.

- Conduct preparatory sessions to improve students Academic and Higher-Order Thinking Skills.

- Ensure participation of students in assessments.

- Analyze assessment results to modify teaching strategies for better learning outcomes.

- Provide continuous mentorship to students based on their assessment results.

Procedure

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	Enrolment & Registration	
1.	Registers with AICTE for the PARAKH scheme.	Institution
2.	Enrol all the stake holders on the AICTE PARAKH portal.	Students & Faculty Members
3.	Ensures that all eligible students complete the registration process before the deadline.	Institution
	Awareness & Training	
1.	Conducts orientation sessions for students and faculty.	Institution
2.	Provide preparatory material to students	Faculty
	Assessment Execution	
1.	Schedules and communicates assessment dates well in advance.	Institution
2.	Participate in the assessments as per schedule specified	Students
3.	Ensure smooth conduct of assessments with proper supervision.	Institution & Faculty Members
4.	Provides technical support during online assessments.	Institution
	GAP identification (Assessment Report)	
1.	Collects assessment data from AICTE's reports.	Institution
2.	Analyses the results to identify strengths and areas for improvement.	Faculty Members
3.	Shares assessment insights with students for targeted skill development.	Faculty Members
	Compliance Report	
1.	Submits periodic reports to AICTE as per the guidelines.	Institution
2.	Maintain documentation of assessments, training sessions, and improvement measures taken.	Institution & Faculty Members

Nodal Officer

Principal
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