


SMVMCH/ MID COURSE/01	 Sri MANAKULA VINAYAGAR Medical college and Hospital	Page 1 of 3
Amendment No:00		Issue No: 01
Amendment Date: 12.04.2017	POLICY AND PROCEDURE – MID COURSE POLICY	Issue Date: 12.04.2017

1. PURPOSE :

This document outlines the principles that guide the faculty in evaluation of student's performance throughout their course at Sri Manakula Vinayagar Medical College and Hospital

2. SCOPE :

Midcourse improvement is a part of curriculum and teaching methodology that helps students by continuous monitoring of the students' performance by the faculty

3. RESPONSIBILITY:

This procedure is applicable to students, faculties and parents of Sri Manakula Vinayagar Medical College and Hospital.

4. PROCEDURE:

Opportunities for mid-course improvement


- Makeup assignments
- Remedial classes
- Retests
- Revision classes and formative assessments
- Sharing of resources through institutional LMS
- Student Support System
- Sharing of university question papers

Make-up assignments

The institution follows a standard protocol in identifying the slow learners and takes immense measures in providing opportunities for mid-course improvement of the same. Make-up assignments and remedial classes are some of the opportunities provided to the students in supporting their academic improvement.

In the preclinical departments (Phase I MBBS)

Identification based on the aggregate of first three internal assessment scores (Students scoring less than 35% for non-CBME batches and < 50% for CBME batches are considered as slow learners)

SMVMCH/ MID COURSE/01	 Sri MANAKULA VINAYAGAR Medical college and Hospital	Page 2 of 3
Amendment No:00		Issue No: 01
Amendment Date: 12.04.2017	POLICY AND PROCEDURE – MID COURSE POLICY	Issue Date: 12.04.2017

In the paraclinical departments (Phase II MBBS) for non- CBME Batches

Identification based on the aggregate of internal assessment scores in 3rd semester (Students scoring less than 35% - considered as slow learners)

In the paraclinical departments (Phase II MBBS) for CBME Batches

Identification based on the aggregate of first three internal assessment scores (Students scoring less than 50% are considered as slow learners)

In the clinical departments (Phase III MBBS – Part I & II)

Identification based on the aggregate of first three internal assessment scores (Students scoring less than 35% - considered as slow learners)

The following protocol is being uniformly followed by all the departments for administration of make-up assignments.

A faculty in-charge is assigned to handle the slow learners for training in each internal assessment exam. The week prior to the internal assessment, make-up assignments are allotted to the slow learners in the topics related to the concerned internal assessment. A last date is assigned for the submission of the assignments. This is not publicized and the information are personally communicated to the students.

Remedial classes

The following protocol is being uniformly followed by all the departments for conduct of remedial classes.


A faculty in-charge is assigned to handle the slow learners for training in each internal assessment exam. Remedial classes are conducted between 4.30 – 5.30 PM for two days by the respective faculty in-charge, in the week prior to the conduct of internal assessment. The topics discussed will be in alignment with the topics assigned for internal assessment. This is not publicized and the information are personally communicated to the students.

Retests

Students who failed in the internal assessment or who were absent for the internal assessments will be given a chance to write the retest within 1 week of the date of the conduct of the exam.

Revision classes

In addition to the remedial classes, revision classes are being regularly conducted by all the departments prior to the university examinations, after the completion of syllabus, with the purpose of reinforcement of concepts and with the intention of providing a supporting

SMVMCH/ MID COURSE/01	 Sri MANAKULA VINAYAGAR Medical college and Hospital	Page 3 of 3
Amendment No:00		Issue No: 01
Amendment Date: 12.04.2017	POLICY AND PROCEDURE – MID COURSE POLICY	Issue Date: 12.04.2017

hand to the slow learners. Periodical revision exams are also conducted to improve the writing and presentation skills of the students.

Sharing of resources in the institutional LMS

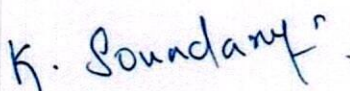


Resources like text books in PDF format, question bank and PowerPoint presentations of the faculty are given access to the students through the institutional LMS.

Student Support System

Student Support System plays an active role in active mentoring of the students and providing academic guidance for the slow learners. The list of the slow learners are communicated to the mentors for providing necessary assistance to the students in exam preparation.

Sharing of university question papers

Previous university question papers are shared with the slow learners, to facilitate focused learning for the internal assessments and university exams.

	Designation	Signature
Prepared by	Dr. K. Soundariya Associate Professor of Physiology MEU Co-coordinator	
Reviewed by	Dr. G. Kalaiselvan IQAC Co-ordinator	
Approved by	Dr. R. N. Kagne Deputy Director and Dean	
Issued by	Dr. D. Rajagovindan Director	