

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE & HOSPITAL

REGD. NO. MAH./F/-1588/RATNAGIRI

(Recognized by Dental Council of India, New Delhi & Affiliated to Maharashtra University of Health Science, Nasik)

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INSTITUTIONAL POLICY

MIDCOURSE IMPROVEMENT OF PERFORMANCE OF STUDENTS

Midcourse improvement is a part of teaching methodology that helps students, by continuous monitoring of performance by the faculty. The course evaluation system consists of well formulated remedial measures along with well assessed interval examinations to evaluate student performance. This includes assessment exams and remedial teaching and tests and timely faculty feedback from students.

Statement of Purpose:

The purpose of this policy document is to outline the principles and considerations that guide the faculties in evaluation of student performance through the course.

Principles:

- Create a nurturing supportive environment to ensure students a fulfilling, demanding and intellectually stimulating experience.
- Enable students to imbibe values, cultivate a desire for lifelong learning and maximize their potential. Prepare students to confidently appear for their exams.
- To establish a well-supported system comprising of faculty, mentors, year in charges and students to help build holistic environment for work.



Improvement Measures

- Assessment of learning level of students & remedies
- Analysis of individual students.
- Remedial measures included with one-to-one teaching for slow learners.
- Library hour for students –Unlimited access to books.
- Intra department mentorship.
- Inter department mentorship.
- Training students for examination with question banks.
- Chapter wise revisions and tests.
- Post lecture Make up assignments and revision of topics.
- Use of models, table clinics, specimens and videos for better teaching aid provided to students.
- Complete revision of portions done with student seminars and group discussion sessions.
- Counselling and aid given to students with difficulties for better performance.

Institute adheres to the following list of opportunities for midcourse improvement of performance of the students in examinations:

- **Timely administration of Continuous Internal Assessment Examination (CIE)**
- As this institute is affiliated to MUHS, Nashik the guidelines as given by the university are to be followed which is timely administration of three internal assessment examinations/ Continuous Internal Assessment (CIE).
- The time table/ examination schedule according to MUHS guidelines is to be prepared by the timetable and examination committee.
- The examination dates are to be strictly followed by the departments.

Nature of the Internal Assessment and their Frequency

- Written Internal Assessments – Thrice in a year
- Practical Internal Assessments – Bi annual (subject to variation (including OSPE, OSCE) with individual departments)
- Term ending exams - Once in a year
- Model Exams - Before the University Exams (Both Theory and Practical)

- Viva-Voce - In most of the departments, Viva-voce is conducted along with the theory internal assessment. Viva –Voce sessions provide a good opportunity for the faculty for on-time assessment of the student and also provide a platform for giving feedback.
- Post end Exams - At the end of each clinical Posting

The test portions will be displayed 15-20 days well in advance in the notice board. The scheduling of the internal assessments is communicated to the Dean academic, Examination committee, head of other departments in the concerned academic year, to avoid overlapping of the events.

*In case if it is not possible for any department to conduct the exam on that day due to valid reasons the same should be conducted on the next working day.

- **On time assessment and feedback**
 - After the conduct of internal assessment examination/ CIE the teaching staff from respective department should finish the assessment of theory and practical exams within 1 week.
 - Results should be displayed on the notice board for the students.
 - Answer sheets to be shown to the students and their feedback regarding assessment should be taken within the following week.
- **Make up assignments/tests:**
 - Regular MCQs are given to students.
 - Assignments on important topics are given to students.
 - White coat ceremony with instructions on ethics, anti-ragging, information on various committees and lecture on soft skill is conducted before students enter clinical departments
- **Remedial teaching/ Support**
 - 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 are one among the opportunities provided to the students in supporting their academic improvement.

- 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 hand to the slow learners. Periodical revision exams are also conducted to improve the writing and presentation skills of the students.
- Low performers and advanced performers are identified and necessary measures are taken for improvement
- Parent teacher meeting is conducted for all courses. Parents are informed about their performance and attendance. Also, they have been asked to give special attention to their wards
- Students are also encouraged for self directed learning and use of departmental library.
- Small group discussions to be held for the students in the respective subjects during their clinical postings.
- Students can approach any staff member and discuss their query for respective subject.

**INTERNAL ASSESSMENT GRIEVANCE
COMMITTEE**



DEAN PRINCIPAL