



# Sree Gokulam Medical College & Research Foundation

(A Unit of Foundation of Non-Resident Indians)

Approved by National Medical Commission, Affiliated to Kerala University of Health Sciences

Accredited by NABH & NABL

Policy Number: *SGMC/ Acad. Pol/040/2020*

Category: Evaluation


Content: On demand examination


Effective Date: *01.08.2020*

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Signed by:

  
Director

  
Dean Emeritus

  
Principal





## On-Demand Examination

### Statement of Purpose

The Institution is committed to providing opportunities for the students to improve the performance throughout the year and thereby improve the aggregate internal assessment marks.

### Policy

The students failing in or absenting from the summative internal assessments shall be provided with an opportunity to improve the aggregate score in the internal assessment through attending on-demand examination.

### Definition:

**On-demand exam:** An exam conducted for those students who demand for additional chance to write an exam to improve their score in the summative internal examination. It includes both remedial and make-up examinations.

**Remedial exam:** An exam conducted for the students failing in the summative internal assessment to provide them with an opportunity to improve their scores.

**Make-up exam:** An exam conducted for the students who had remained absent for a summative internal examination with a pre-approved or valid reason. This exam shall provide an opportunity to improve the aggregate score of the internal assessment.

**Remedial or make-up competency assessment:** This is an assessment for certification of a competency for the students failing or absenting in the prior certification assessment.

**Improve the aggregate score in the internal assessment:** At the end of each academic year, the aggregate score of internal assessments shall be calculated (details in the Internal Assessment Policy) based on the scores in all the summative internal assessments. When a student fails in the summative internal assessment or has absented from an examination (which shall be scored as zero), the resultant lower cumulative score shall be improved by the expected higher scores in the on-demand examination.



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## Procedure:

- The department shall conduct at-least one on-demand examination for each batch of students, that serves the purpose of remedial or make-up examination for all those students who had failed in or had absented from any summative internal assessments.
- The department shall conduct the on-demand examination, at least four weeks before the model exam.
- The Head of the Department shall decide the appropriate syllabus and method for the examination. The department shall notify the date, syllabus, method of examination, venue and time at least 15 days prior to the examination.
- The students who wish to attend this examination shall give a written request to the head of the department and pay the stipulated fees for the on-demand examination within three working days from the date of announcement of the examination.
- The exam shall be scheduled for a Monday or immediately after the holidays (if any in that period) to allow the students to prepare for the exam.
- The results shall be announced within two weeks of conducting examination.
- Obtaining 50% of marks shall be considered as pass. Higher of the scores shall be considered for the candidates taking remedial examination.

## Applies to:

All the faculty and the undergraduate students failing in a summative internal assessment or absenting from it.

Prepared by	Reviewed by	Approved by
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Policy Number	Effective Date	Validity
SGMC/Acad.Pol/040/2020	01.08.2020	5 years