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|  | **Godavari Foundation’s**  **DR. ULHAS PATIL MEDICAL COLLEGE & HOSPITAL,**  **Recognized by Medical Council of India, Approved by Central Govt. of India, New Delhi,**  **Letter no. MCI-34(41)/2012-med./158127, dated 05/02/2013**  **Affiliated to Maharashtra University of Health Sciences, Nashik [College Code-1306]**  **Jalgaon-Bhusawal Road, NH-6, Jalgaon Kh, Tal. & Dist. Jalgaon 425309**  **Tel. No. (0257)2366657, 2366678 Fax No. 0257-2366648**  **Email ID :** [**dupmcj@yahoo.in**](mailto:dupmcj@yahoo.in) **Web Site :** [**www.dupmc.ac.in**](http://www.dupmc.ac.in) |

**2.5.1 The Institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation and ensures that it is robust and transparent**

**Institute is affiliated** to MUHS Nashik and strictly follows the academic calendar provided by MUHS, Nashik. The institute prepares the academic calendar which in accordance with the University calendar to ensure conductance & smooth functioning of academic session.

**For CIE,** frequency of Internal Examination is carried out in semester pattern. Three internal exams are carried out which are first term, second term and preliminary exam. Final sent up university exam is carried out at the end of each phase. Both theory and practical internal examinations are carried out as per University format. Numbers of internal assessment exams vary with each subject as per university guidelines.

**Internal assessment** is carried out based on examinations on semester pattern at the college level and marks of it are shared with University through online portal. Evaluation is done at college level and result is declared within 15 days of examination. Before Final University examination final scores of all internal examination are prepared and is shared with university through online portal. The marks obtained by the students in the internal exams and the details of the attendance percentage are communicated to the students & their parents.

**Continuous Internal Evaluation** is done by attendance, participation in regular class room activities, record maintenance and in addition to the performance in the academic events by the students. Case presentations by the students in the clinical postings also serve as a platform for assessment of the student and providing immediate feedback. Practical record books and log books are maintained & checked regularly & scores of it are added in final internal evaluation.

**Exam Cell** under supervision of Dean of the College look after smooth conduct of CIE by ensuring timely administration of CIE, schedules are prepared well in advanced, exam pattern is followed properly, marking system for evaluation is as per university guidelines, no mal practices are allowed in the examinations. Regular meetings of the exam committee are carried out to make the system improved.

**College has formed of grievance redressal committee** which ensures that all queries of students regarding examination are solved properly in time bound manner.

**Institute ensures adherence to academic calendar by**

* Following academic calendar.
* Conduction of CIE / internal test as per schedule of the institute academic calendar.
* Adherence to University curriculum guidelines for number of lectures and practical.

**Institutes ensures robustness through**

* Display of academic calendar on institute website and follows the same.
* Strict count of number of lectures as per curriculum.
* Conducting internal test as per institute schedule.
* Distribution printing by central examination cell only.

**Institute ensures transparency by,**

* Sharing the answersheets of students with them.
* Students signature are taken on the marksheet for future reference.
* Sharing Internal examination marks with University through online portal.
* Forming grievance redressal committee which ensures that all queries of students regarding examination are solved.

**Dean Chairman**

**Dr. Ulhas Patil Medical College Dr. Ulhas Patil Medical College**

**& Hospital, Jalgaon Kh & Hospital, Jalgaon Kh**