



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY
Sector-16C, Dwarka, New Delhi-110078

GENERAL GUIDELINES FOR MBBS EXAMINATION

The main as well as supplementary examinations shall be conducted by the University as per Graduate Medical Education Regulations of Medical Council of India (MCI) 1997 and amendments thereof. The internal assessment, distribution of marks, criteria for passing a subject, appointment of examiners shall be as per MCI guidelines.

- i) There shall be four University/ Professional examinations, schedule of which shall be notified in the academic calendar every year.
- ii)
 - (a) The number of times a candidate will be allowed to appear, to clear the First Professional examinations will be as per MCI Graduate Medical Education Regulations. A candidate can appear in the second professional only if he has passed the first professional examination held 18 months earlier, i.e. completed 18 months of training.
 - b) If a student gets a supplementary in one subject, he may continue to attend classes of the next professional and has to pass in the supplementary exams to be eligible to continue to attend classes of the next professional.
 - c) If he gets supplementary in more than one subject he is not entitled to attend the classes of the next professional, until he clears the supplementary exam. In case he fails to clear the supplementary exam, he will be declared as 'Fail' & he has to repeat the year.
 - d) In the above situation he would subsequently be entitled to sit for the supplementary exam of the next professional or later, for reasons of attendance.
- iii) It is mandatory for a candidate to pass the second professional examination to be allowed to sit for Third professional examinations Part I. However, it is not mandatory to pass third professional Part I to enter the pre- final and final terms. However, the candidate has to pass Part I examinations in all subjects of part 1 of third professional in

annual or supplementary before being allowed to sit for part II b examinations.

NUMBER OF EXAMINATIONS

The University shall conduct not more than two professional examinations, in a year for any professional with an interval of not less than six weeks i.e. Supplementary Examinations will follow the annual examination, after duration of about six weeks but not later than six months of declaration of the result.

CONDUCT OF PROFESSIONAL EXAMINATIONS

- a) All professional examinations shall be conducted by the Controller of Examination, Guru Gobind Singh Indraprastha University.
- b) The schedule of examination shall be notified by the Controller of Examination at least 30 days prior to the first day of the commencement of professional examinations.
- c) For theory as well as practical examinations all examiners shall be appointed by the Controller of Examination from the panel of examiners with the approval of the Vice-Chancellor or by the controller of examination provided the Vice Chancellor may at his discretion delegate the authority to him. The institutions shall send the names of examiners (internal and external) to the Chairman Board of Studies University School of Medicine and Para-Medical Health Sciences (USM&PMHS) for approval of the panel of examiners which then shall be sent to controller of examinations for approval of the Vice Chancellor.

In emergent situations, where for some reason the recommendations cannot be obtained from the Board of Studies as stipulated above, recommendations may be obtained from the Dean USM&PMHS.

- d) For each examination of a course, the Director/Principal of the concerned Institution, or the Chairman of the Programme Coordination Committee will send sets of model question papers drawn by the concerned teachers to the Controller of Examinations before a date to be specified by the Controller of Examinations. The Examiner appointed by the Controller of Examinations for setting the Question paper shall set the Question paper, using the model question paper as a guide. The question paper shall be set out of the entire syllabus of a course.

The internal examiner deputed to set the paper for the year is to forward the same through the Dean USM&PMHS. The Dean shall forward the same to the Controller of Examinations. The Controller of Examination will then send the paper for moderation to any examiner selected. After moderation, the examiner shall return the same to the Controller of Examinations for printing.

The University shall have the right to call for all the records of teachers' continuous evaluation and moderate the teacher's evaluation, if it deems fit in any specific case(s). Practical examinations shall be conducted by a Board of Examiners. The Board shall consist of six to eight examiners. One of the examiners in that case may be designated as Head Examiner. The senior most internal examiner shall be the Head Examiner. The Head Examiner shall draw the guidelines for the conduct of examinations to be followed by various Boards to ensure uniformity of evaluation.

GUIDELINES FOR APPOINTMENT OF EXAMINERS

(1) No person shall be appointed as an examiner in any of the subjects of the Professional examination leading to and including the final Professional examinations for the award of the MBBS degree, unless he has taken atleast five years previously, a doctorate degree of a recognized university or an equivalent qualification in the particular subject as per recommendation of the Medical Council on teachers' eligibility qualifications and has had at least five years of total teaching experience in the subject concerned in a college affiliated to a recognized University at a faculty position.

(2) There shall be at least four examiners for 100 students, out of whom not less than 50% must be external examiners. Of the four examiners, the senior most internal examiner will act as the Chairman and coordinator of the whole examination programme so that uniformity in the matter of assessment of candidates is maintained. Where candidates appearing are more than 100, one additional examiner, for every additional 50 or part thereof candidates appearing, be appointed.

(3) Non- medical Scientists engaged in the teaching of medical students as whole time teachers, may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualifications and five year teaching experience of medical students after obtaining their postgraduate qualifications. Provided, further that

the 50% of the examiners (Internal & External) are from the medical qualification stream.

(4) External examiners shall not be from the same University and preferably be from outside the State.

(5) The internal examiner in a subject shall not accept external Examiner-ship for a college from which external examiner is appointed in his/her subject.

(6) A university having more than one college shall have separate sets of examiners for each college, with internal examiners from the concerned college.

(7) External examiners shall rotate at an interval of 2 years. Thereafter, he may be re appointed but only after a gap of two years.

(8) Except Head of the department of subject concerned in a College /institution, all other with the rank of reader or equivalent and above with requisite qualifications and experience shall be appointed internal examiners by rotation in their subjects; provided that where there are no posts of readers, then an Assistant Professor of 5 years standing as Assistant Professor may be considered for appointment as examiner.

(9) Honorary/Emeritus/Visiting Professors or part time/ad-hoc teachers are not eligible to be appointed as internal examiners.

(10) An internal examiner is appointed for one year only except head of the department of the subject concerned, who shall be an internal examiner every year for the period of tenure as Head of the Department. After the tenure as Head of the department is over for that faculty, he/ she may be considered as internal examiner after a gap of one year.

(11) In case of retirement, transfer, the university may allow the person to conduct examinations if the retirement/transfer is less than three month.

Internal assessment and distribution of marks in each subject shall be as per MCI guidelines.

In case of any unforeseen situation not covered under these guidelines the decision of the Vice Chancellor of the University shall be final.