



Dr. Rafiq Zakaria Campus

Maulana Azad Educational Trust

Y.B. Chavan College of Pharmacy

An ISO 9001:2008 Certified Institute

(B. Pharm., M. Pharm & Research Center)



Sessional Examination Policies

Continuous evaluation and assessment is an integral part of teaching learning process. It will provide the direction for delivering the quality education to stakeholder. Hence to improve in the process of assessment and evaluation, following reforms shall be implemented from January 2016 for the semester pattern of B. Pharm and M. Pharm. programme.

1. There shall be three sessional examination conducted periodically and the weightage of sessional examination shall be 20% for theory and practical courses (subjects).
2. The First and second sessional examination shall be conducted on about half of the syllabus independently. The third sessional examination shall be based on complete syllabus. The question paper for the first and second sessional examination shall be of 20 marks. The third sessional shall be of 100 marks out of which 80 marks based on written examination and remaining 20 marks shall be based on tutorial work submitted by B. Pharm students. The third session for M. Pharm students shall be of 80 marks. The question paper pattern for the first and second sessional examination shall consist of,
 - Q. 1. Objective type questions (30% weight age), which carry half mark each and it shall consist of questions such as fill in the blank, examples, expand the abbreviations, MCQ, draw structure, IUPAC name, answers in one sentence, match the pair, etc.
 - Q.2. Short answer type question of 2 or 3 marks each (30% weightage). There shall be up to 40% option.
 - Q.3. Long type questions of 8 marks each (40% weightage). There shall be 50 % option for this question.

The question paper pattern for the third sessional examination shall be as per the University examination pattern.

3. Question paper pattern shall be uniform for all the subjects and shall be same for both divisions. Two or more subject teachers, teaching the same subject to both divisions shall formulate the question paper.
4. To encourage the use of ICT practices, the teacher shall submit the question paper on line to examination department at least one day before the commencement examination. The subject teacher shall ensure on the day of examination the correctness of question paper at least half hour before the commencement of examination.
5. For the smooth conduct of the examination, the Invigilator shall be proactive and shall report to exam control room at least 15 min. before the commencement of examination.

He shall be responsible for collections of answer books and stationary material required for smooth conduct of examination. All the stationary issued to invigilator shall be submitted back to examination control room after the completion of examination.

6. The cases of malpractices during sessional examination shall be handled by duly constituted committee which consists of examination In-charge, Invigilator and HOD of concern subject. The necessary action shall be taken against the defaulter as per the rules and regulation of Dr. Babasaheb Ambedkar Marathwada University for conduct of examination.
7. To declare the results of sessional examination speedily and for analysis of result by the exam department, the examiner/subject teacher shall submit the assessed answer papers within 07 calendar days after completion of sessional examination failing which necessary action shall be taken. Before submitting the answer books the subject teacher shall show the answer books to students and take their signature on the answer paper. The marks of sessional examination shall be sent to in duly approved format shall be sent to examination department through e-mail.
8. The average marks of best of two sessional exams shall be considered as internal assessment marks (20% marks) and shall be communicated to the University before commencement of semester examination.
9. Additional sessional examination shall be conducted for directly admitted third semester (B. Pharm second year) students due to delay in admission process of such students by DTE. The syllabus of additional sessional examination shall be same to that of first sessional examination of regular students.
10. Improvement sessional examination shall be applicable to failure students at University semester examinations and shall be conducted along with the third sessional examination and on the same examination pattern.
11. The students shall remain present at least 15 min. prior to the commencement of the examination in the exam hall. No student shall be allowed to attend the examination failing which he/she shall disqualify for appearing in that examination.
12. The students should be present in Uniform for the examination. Use of Mobile Phone is strictly prohibited in the college premise.
13. 75% of the attendance shall be compulsory for appearing in the respective sessional examinations.
14. Assessment and evaluation of practical work shall be based on the day to day practical performed by students in laboratory. The day to day evaluation shall be based on parameters like practical performances, viva voce and attitude during practical work, etc. Each practical shall be evaluated for 20 marks. The average marks of all practicals performed during the semester by the students shall be communicated to examination

department in the approved format at the end of the semester examination along with third sessional theory examination marks.

15. Tutorial is the instructional activity that provides step by step information in presenting a concept or learning unit. Tutorials are generally intended to help students to gain a deep understanding of the subject matter in their discipline. Discussion in tutorials helps students to see the significance and implications of their knowledge so they can apply what they have learned in new contexts. Tutorial develop student's basic academic skills such as identification and evaluation of relevant resources, effective communication both orally and in writing, effective time-management, critical self-assessment. It enables students to pursue their individual academic interests within the context of the subject.
16. Tutorials shall be planned for each lesson unit by teacher and informed to students during or after completion of lesson unit. It is expected that each lesson unit shall have the tutorial. There shall be two tutorials in each semester. The first tutorial shall be completed and submitted to concern teacher at least four working days prior to commencement of first sessional exam and second tutorial shall be completed at least four days before commencement of second sessional exam. The tutorials shall be subdivided and shall be numbered as Tutorial NO. 1a, Tutorial No. 1b, Tutorial No. 2a, Tutorial no. 2b.....so on. The tutorials shall be considered only if it has been written in the tutorial book provided by college.
17. The assessment and evaluation of tutorials shall be done simultaneously by the subject teachers. After successful completion and submission of tutorial books, it shall be certified by respective teacher followed by head of the department of concerned. After satisfactorily certification the teacher shall awards marks out of 10 for each tutorial. The total marks of two tutorials shall be submitted in the approved format to the examination department along with the marks of third sessional examination. The approved format shall be available on the website. Duly certified tutorial books shall be submitted to department by individual students.
18. Any other activity during the theory examination should be consulted and pre-intimated to the examination In-charge for the co-ordination and smooth conduct of the examination.
19. Sessional examinations shall be held as per the institute calendar.
20. Examination duty/work shall be mandatory to all faculty members. In case of emergency it is an individual's responsibility to adjust the examination duty with other faulty member after prior permission of the Principal. The faculty member going for leave shall perform his/her adjusted duty after joining. Strict disciplinary action shall be taken if disobey or disregard of examination work/duty.