



EXAMINATION POLICY

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Policy Statement: The examination policy for nursing education is designed to ensure the integrity, fairness, and consistency of assessments while supporting the academic and professional development of nursing students. This policy aims to evaluate the students' theoretical knowledge, clinical judgment, and practical skills in alignment with the standards of nursing education and practice. All examinations are conducted in a manner that upholds academic honesty, provides equitable access to resources, and prepares students for licensure and professional roles.

Objectives of the Examination Policy:

1. Assess Knowledge and Competency

Evaluate students' understanding of nursing concepts, theories, and clinical practices to ensure mastery of course material and readiness for professional responsibilities.

2. Promote Critical Thinking

Develop and assess critical thinking, problem-solving, and decision-making skills essential for safe and effective nursing care.

3. Encourage Professional Integrity

Foster accountability and ethical behaviour in test-taking and adherence to academic and professional standards.

4. Ensure Fair and Consistent Evaluation

Provide standardized assessment methods to guarantee fair evaluation across all students and courses.

5. Prepare for Licensure and Certification

Familiarize students with examination formats similar to national licensure exams (e.g., NCLEX) to enhance readiness for professional certification.

6. Measure Clinical Competence

Assess the ability to apply theoretical knowledge to clinical scenarios, reflecting real-world nursing challenges.

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7. Provide Constructive Feedback

Offer students meaningful feedback on performance to guide improvement and identify areas needing additional focus

Internal Assessment

1. Regular Assessments:

- Regular periodic assessments shall be conducted throughout the academic year. A minimum of three written term examinations and two practical examinations shall be conducted in each subject annually.
- The final term examination preceding the University Examination shall follow the pattern of the University Examination.
- The average marks of three written term examinations, including unit tests, shall be considered for awarding internal assessment marks.

2. Weightage for Internal Assessment:

Theory (25 Marks)

- Unit Tests: **10 marks**
- Assignments: **10 marks**
- Term Exam: **5 marks**

Practical (100 Marks)

- Model Practical Examination: **20 marks**
- Oral/Viva: **5 marks**
- Clinical Evaluation: **10 marks**
- Practical Record: **10 marks**
- Observational/Field Visit: **5 marks**
- Clinical Assignments: **50 marks**

3. Practical Examinations:

- A minimum of one practical examination shall be conducted in each subject where practical sessions are included in the curriculum.

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- Ongoing clinical evaluation grades shall contribute to internal assessment marks.

4. Declaration of Results:

- Internal examination results shall be declared within three weeks of the examination.
- Answer scripts shall be discussed with students and distributed for their review.
- University examination results shall be declared as per the schedule issued by the University through the Principal's office.

5. Minimum Passing Marks:

- Students must secure a minimum of **50% marks in theory and practical examinations separately** in each subject to qualify for University Examinations.

6. Improvement Opportunities for Failed Candidates:

- Failed candidates shall have the opportunity to improve internal assessment marks through a minimum of two additional examinations (theory and practical separately). The average of these performances may be considered for improvement.
- If a student fails to improve after these opportunities, remedial coaching shall be provided.
- Candidates who do not appear for improvement exams shall carry over their previous internal marks to subsequent examinations.

University Examination Policies

1. Attendance Requirements:

- A minimum of **80% attendance** is mandatory in theory and practical classes (irrespective of the type of absence).

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- **100% attendance in practical areas** is required before the award of the degree.
- 2. **Weightage for External Papers:**
 - Theory Paper: **75 marks**
- 3. **Submission of Practical Record Books:**
 - Practical Record Books must be evaluated internally by the Head of the Department and submitted to the Principal **15 days before the theory examination.**
 - During practical examinations, students shall present duly certified Practical Record Books as bonafide evidence of work.
- 4. **Pass Criteria:**
 - A minimum of **50% marks in theory and practical examinations** is mandatory for each subject.
 - Students must pass theory and practical exams separately. If a candidate fails in either, they must reappear for both components.
- 5. **Examination Attempts:**
 - Students are allowed multiple attempts, but the course must be completed within **8 years** of enrollment.
 - Failed candidates may attempt supplementary exams within a period of **6 months.**

Conduct of Theory Examinations

1. **Admit Cards:** Issued by the Principal's office **two days before the examination.**
2. **Examination Venue:** Theory examinations shall be conducted in designated classrooms.
3. **Supervision:** Examiners must hold an M.Sc. (Nursing) in the concerned subject with at least **3 years of teaching experience.**

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- Two internal invigilators and one external invigilator shall oversee the examination process.
- 4. **Seating and Confidentiality:**
 - Seating arrangements, including roll numbers, shall be displayed on exam tables in advance.
 - Question papers shall remain sealed and opened **5 minutes before the examination.**
- 5. **Authentication and Submission:**
 - Invigilators must sign answer scripts for authentication.
 - Answer booklets are assigned dummy numbers to eliminate bias and submitted to the Principal in sealed envelopes for delivery to the University.
- 6. **Misconduct:**
 - Acts of misconduct are treated as serious offenses. Reports from invigilators shall be reviewed by the disciplinary committee for appropriate action.

Conduct of Practical Examinations

1. **Venue:**
 - Practical examinations shall be conducted in respective clinical areas.
 - If clinical facilities are unavailable, Objective Structured Clinical Examinations (OSCEs) shall be conducted in college laboratories.
2. **Supervision:**
 - Examiners must hold an M.Sc. (Nursing) qualification in the concerned subject with at least **3 years of teaching experience.**
 - One internal and one external examiner shall jointly conduct the practical examination for each student.
3. **Daily Limit:**
 - A maximum of **20 candidates** may appear for practical examinations per day.

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4. Specialty Flexibility for Examiners:

- Faculty with an M.Sc. (Nursing) qualification and teaching experience in any specialty shall be considered eligible to conduct the "Nursing Foundation" practical examinations.

5. Viva Voce: Conducted by both internal and external examiners.

Carry Over of Failed Subjects

1. Separate Passing Requirement:

- Students must pass theory and practical components separately. Failure in one requires reattempting both components.

2. Re -examination Opportunities: Failed candidates may reappear for subsequent examinations in **September or April**.

3. Promotion Policy: Students failing in more than one or two subjects may be promoted to the next year.

- All subjects from previous years must be cleared before appearing in the final year examination.

Revaluation/Retotalling of Answer Papers: Students with grievances regarding their marks or answer scripts may submit a written request to the Principal's office for revaluation or retotalling. This policy is aimed at maintaining academic standards, fairness, and the professional development of nursing students.

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