



# **NIRMALA COLLEGE OF PHARMACY MUVATTUPUZHA**

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## **FIRST CYCLE NAAC ACCREDITATION 2023**

### **CRITERION 2**



#### **TEACHING- LEARNING AND EVALUATION**

**2.5.1. Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**

Submitted to



**THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**



## 2.5.1 Evaluation Process and Reforms

### MECHANISM OF INTERNAL ASSESSMENT

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# **Nirmala College of Pharmacy**

## **Muvattupuzha**



## **ACADEMIC REGULATORY POLICIES**

### **Amendment I: 2021**

<b>Prepared by</b> <b>Academic Regulatory Committee</b>	<b>Verified by</b> <b>Principal</b>	<b>Approved by</b> <b>Administrator</b>
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## **AR01 VISION & MISSION**

### **INSTITUTION**

#### **VISION**

A centre of Excellence for Pharmacy education and research, moulding students with value integration and social commitment.

#### **MISSION**

- To develop students with intellectual and professional competence to meet the challenges of technology, industry and services.
- To promote research and development in basics and frontier areas to solve the complexity of the health care system.
- To evolve and disseminate appropriate Pharmacy Practices.
- To develop socially committed and responsible professionals by inculcating ethical values.
- To improve performance standards by benchmarking.

### **B.PHARM PROGRAM**

#### **VISION**

To mould professionally competent and socially committed Pharmacists to meet the global challenges in the field of Pharmacy.

#### **MISSION**

- To equip the graduates with Pharmaceutical knowledge and technical skills to build their careers.
- To foster the principles and practices of Pharmacy to empower lifelong learning.
- To impart value addition and skill development programs to equip the graduates committed for social transformation.
- To develop the students with required attributes and outcomes to meet the challenges of society, industry and healthcare services.

#### **PROGRAM EDUCATIONAL OBJECTIVES (PEOs)**

Graduates of B.Pharmacy Program:

- Shall have in depth knowledge in Pharmaceutical Sciences which enables them to meet the professional challenges.
- Shall have lifelong learning, along with professional ethics, good communication skills, entrepreneurship and leadership skills so that they can succeed in their life.
- Shall have expertise on various domains and platforms, meeting the expectations of industry, academics and research.



## **AR 02 KUHS ACADEMIC REGULATIONS**

### **Bachelor of Pharmacy –B.Pharm Semester System 2017 onwards**

#### **COURSE CONTENT**

##### **Title of course: Bachelor of Pharmacy –B. Pharm**

##### **Objectives of course**

The objectives of the course is to mould the student to suit the varied requirements of

- Pharmaceutical industry – Research & Development, Manufacturing, Formulation, Quality Control, Quality assurance, Packaging, Marketing.
- Practice settings in – Hospital Pharmacy, Clinical Pharmacy and Community Pharmacy.
- Academics.
- Regulatory affairs,
- Clinical Research,
- Drug discovery and development.

##### **Medium of instruction**

Medium of instruction and examinations shall be English

##### **Course Outline**

##### **Program/Course credit structure**

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, tutorial hours, practical classes, etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly, the credit associated with any of the other academic, co/extra-curricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week.

##### **Credit assignment**

##### **Theory and Laboratory courses**

Courses are broadly classified as Theory and Practical. Theory courses consist of lecture and /or tutorial (T) hours, and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and tutorial hours, and a multiplier of half (1/2) for practical (laboratory) hours. Thus, for example, a theory course having three lectures and one tutorial per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2.

## Minimum credit requirements

The minimum credit points required for award of a B. Pharm. degree is 208. These credits are divided into Theory courses, Tutorials, Practical, Practice School and Project over the duration of eight semesters. The credits are distributed semester-wise as shown in Table IX. Courses generally progress in sequences, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

The lateral entry students shall get 52 credit points transferred from their D. Pharm program. Such students shall take up additional remedial courses of Communication Skills' (Theory and Practical) and 'Computer Applications in Pharmacy' (Theory and Practical) equivalent to 3 and 4 credit points respectively, a total of 7 credit points to attain 59 credit points, the maximum of I and II semesters.

## Academic work

A regular record of attendance both in Theory and Practical shall be maintained by the teaching staff of respective courses.

## Course of study.

The course of study for B. Pharm shall include Semester Wise Theory & Practical as given in Table – I to VIII. The number of hours to be devoted to each theory, tutorial and practical course in any semester shall not be less than that shown in Table – I to VIII.

**Table-I: Course of study for semester I**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP101T	Human Anatomy and Physiology I– Theory	3	1	4
BP102T	Pharmaceutical Analysis I – Theory	3	1	4
BP103T	Pharmaceutics I – Theory	3	1	4
BP104T	Pharmaceutical Inorganic Chemistry – Theory	3	1	4
BP105T	Communication skills – Theory *	2	-	2
BP106RBT BP106RMT	Remedial Biology/ Remedial Mathematics – Theory*	2	-	2
BP107P	Human Anatomy and Physiology – Practical	4	-	2
BP108P	Pharmaceutical Analysis I – Practical	4	-	2
BP109P	Pharmaceutics I – Practical	4	-	2
BP110P	Pharmaceutical Inorganic Chemistry – Practical	4	-	2
BP111P	Communication skills – Practical*	2	-	1
BP112RBP	Remedial Biology – Practical*	2	-	1
<b>Total</b>		<b>32/34<sup>\$</sup>/36<sup>#</sup></b>	<b>4</b>	<b>27/29<sup>\$</sup>/30<sup>#</sup></b>

<sup>#</sup>Applicable ONLY for the students who have studied Mathematics / Physics / Chemistry at HSC and appearing for Remedial Biology (RB) course.

<sup>\$</sup>Applicable ONLY for the students who have studied Physics / Chemistry / Botany / Zoology at HSC and appearing for Remedial Mathematics (RM)course.

\* Non University Examination (NUE)



**Table-II: Course of study for semester II**

Course Code	Name of the course	No. of hours	Tutorial	Credit points
BP201T	Human Anatomy and Physiology II – Theory	3	1	4
BP202T	Pharmaceutical Organic Chemistry I – Theory	3	1	4
BP203T	Biochemistry – Theory	3	1	4
BP204T	Pathophysiology – Theory	3	1	4
BP205T	Computer Applications in Pharmacy – Theory *	3	-	3
BP206T	Environmental sciences – Theory *	3	-	3
BP207P	Human Anatomy and Physiology II – Practical	4	-	2
BP208P	Pharmaceutical Organic Chemistry I– Practical	4	-	2
BP209P	Biochemistry – Practical	4	-	2
BP210P	Computer Applications in Pharmacy – Practical*	2	-	1
<b>Total</b>		<b>32</b>	<b>4</b>	<b>29</b>

**Table-II: Course of study for semester III**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP301T	Pharmaceutical Organic Chemistry II – Theory	3	1	4
BP302T	Physical Pharmaceutics I – Theory	3	1	4
BP303T	Pharmaceutical Microbiology – Theory	3	1	4
BP304T	Pharmaceutical Engineering – Theory	3	1	4
BP305P	Pharmaceutical Organic Chemistry II – Practical	4	-	2
BP306P	Physical Pharmaceutics I – Practical	4	-	2
BP307P	Pharmaceutical Microbiology – Practical	4	-	2
BP 308P	Pharmaceutical Engineering –Practical	4	-	2
<b>Total</b>		<b>28</b>	<b>4</b>	<b>24</b>

**Table-IV: Course of study for semester IV**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP401T	Pharmaceutical Organic Chemistry III– Theory	3	1	4
BP402T	Medicinal Chemistry I – Theory	3	1	4
BP403T	Physical Pharmaceutics II – Theory	3	1	4
BP404T	Pharmacology I – Theory	3	1	4
BP405T	Pharmacognosy and Phytochemistry I– Theory	3	1	4
BP406P	Medicinal Chemistry I – Practical	4	-	2
BP407P	Physical Pharmaceutics II – Practical	4	-	2
BP408P	Pharmacology I – Practical	4	-	2
BP409P	Pharmacognosy and Phytochemistry I – Practical	4	-	2
<b>Total</b>		<b>31</b>	<b>5</b>	<b>28</b>

**Table-V: Course of study for semester V**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP501T	Medicinal Chemistry II – Theory	3	1	4
BP502T	Formulative Pharmacy– Theory	3	1	4



BP503T	Pharmacology II – Theory	3	1	4
BP504T	Pharmacognosy and Phytochemistry II– Theory	3	1	4
BP505T	Pharmaceutical Jurisprudence – Theory	3	1	4
BP506P	Formulative Pharmacy – Practical	4	-	2
BP507P	Pharmacology II – Practical	4	-	2
BP508P	Pharmacognosy and Phytochemistry II – Practical	4	-	2
<b>Total</b>		<b>27</b>	<b>5</b>	<b>26</b>

**Table-VI: Course of study for semester VI**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP601T	Medicinal Chemistry III – Theory	3	1	4
BP602T	Pharmacology III – Theory	3	1	4
BP603T	Herbal Drug Technology – Theory	3	1	4
BP604T	Biopharmaceutics and Pharmacokinetics – Theory	3	1	4
BP605T	Pharmaceutical Biotechnology – Theory	3	1	4
BP606T	Quality Assurance –Theory	3	1	4
BP607P	Medicinal chemistry III – Practical	4	-	2
BP608P	Pharmacology III – Practical	4	-	2
BP609P	Herbal Drug Technology – Practical	4	-	2
<b>Total</b>		<b>30</b>	<b>6</b>	<b>30</b>

**Table-VII: Course of study for semester VII**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP701T	Instrumental Methods of Analysis – Theory	3	1	4
BP702T	Industrial Pharmacy – Theory	3	1	4
BP703T	Pharmacy Practice – Theory	3	1	4
BP704T	Novel Drug Delivery System – Theory	3	1	4
BP705P	Instrumental Methods of Analysis – Practical	4	-	2
BP706PS	Practice School*	12	-	6
<b>Total</b>		<b>28</b>	<b>5</b>	<b>24</b>

\* Non University Examination (NUE)

**Table-VIII: Course of study for semester VIII**

Course code	Name of the course	No. of hours	Tutorial	Credit points
BP801T	Biostatistics and Research Methodology	3	1	4
BP802T	Social and Preventive Pharmacy	3	1	4
BP803ET	Pharmaceutical Marketing	3 + 3 = 6	1 + 1 = 2	4 + 4 = 8
BP804ET	Pharmaceutical Regulatory Science			
BP805ET	Pharmacovigilance			
BP806ET	Quality Control and Standardizations of Herbals			
BP807ET	Computer Aided Drug Design			
BP808ET	Cell and Molecular Biology			
BP809ET	Cosmetic Science			
BP810ET	Experimental Pharmacology			
BP811ET	Advanced Instrumentation Techniques			
BP812PW	Project Work	12	-	6
<b>Total</b>		<b>24</b>	<b>4</b>	<b>22</b>

**Table-IX: Semester wise credits distribution**

Semester	Credit Points
I	27/29 <sup>\$</sup> /30 <sup>#</sup>
II	29
III	26
IV	28
V	26
VI	26
VII	24
VIII	22
Extracurricular/ Co-curricular activities	01*
<b>Total credit points for the program</b>	<b>209/211<sup>\$</sup>/212<sup>#</sup></b>

\* The credit points assigned for extracurricular and or co-curricular activities shall be given by the Principals of the colleges and the same shall be submitted to the University. The criteria to acquire this credit point shall be defined by the colleges from time to time.

<sup>\$</sup>Applicable ONLY for the students studied Physics / Chemistry / Botany / Zoology at HSC and appearing for Remedial Mathematics course.

<sup>#</sup>Applicable ONLY for the students studied Mathematics / Physics / Chemistry at HSC and appearing for Remedial Biology course.

### Examinations/Assessments

The scheme for internal assessment and end semester examinations is given in Table – X.

### End semester examinations

The End Semester Examinations for each theory and practical course through semesters I to VIII shall be conducted by the university except for the subjects with asterix symbol (\*) in table I and II for which examinations shall be conducted by the subject experts at college level and the marks/grades shall be submitted to the university.

**Tables-X: Schemes for internal assessments and end semester examinations semester wise**  
**Semester I**

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continu ous Mode	Sessional Exams		Total	Mark s	Duratio n	
			Mark s	Duration				
BP101T	Human Anatomy and Physiology I– Theory	10	15	1 Hr	25	75	3 Hrs	100
BP102T	Pharmaceutical Analysis I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP103T	Pharmaceutics I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP104T	Pharmaceutical Inorganic Chemistry – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP105T	Communication skills – Theory *	5	10	1 Hr	15	35	1.5 Hrs	50
BP106R BT BP106R MT	Remedial Biology/ Mathematics – Theory*	5	10	1 Hr	15	35	1.5 Hrs	50



BP107P	Human Anatomy and Physiology – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP108P	Pharmaceutical Analysis I – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP109P	Pharmaceutics I – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP110P	Pharmaceutical Inorganic Chemistry – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP111P	Communication skills – Practical*	5	5	2 Hrs	10	15	2 Hrs	25
BP112R BP	Remedial Biology – Practical*	5	5	2 Hrs	10	15	2 Hrs	25
<b>Total</b>		<b>70/75<sup>\$</sup>/80<sup>#</sup></b>	<b>115/125<sup>\$</sup>/130<sup>#</sup></b>	<b>23/24<sup>\$</sup>/26<sup>#</sup> Hrs</b>	<b>185/200<sup>\$</sup>/210<sup>#</sup></b>	<b>490/525<sup>\$</sup>/540<sup>#</sup></b>	<b>31.5/33<sup>\$</sup>/35<sup>#</sup> Hrs</b>	<b>675/725<sup>\$</sup>/750<sup>#</sup></b>

<sup>#</sup>Applicable ONLY for the students studied Mathematics / Physics / Chemistry at HSC and appearing for Remedial Biology (RB)course.

<sup>\$</sup>Applicable ONLY for the students studied Physics / Chemistry / Botany / Zoology at HSC and appearing for Remedial Mathematics (RM)course.

\* Non University Examination (NUE)

## Semester II

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuo us Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP201T	Human Anatomy and Physiology II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP202T	Pharmaceutical Organic Chemistry I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP203T	Biochemistry – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP204T	Pathophysiology – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP205T	Computer Applications in Pharmacy – Theory*	10	15	1 Hr	25	50	2 Hrs	75
BP206T	Environmental sciences – Theory*	10	15	1 Hr	25	50	2 Hrs	75
BP207P	Human Anatomy and Physiology II –Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP208P	Pharmaceutical Organic Chemistry I– Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP209P	Biochemistry – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP210P	Computer Applications in Pharmacy – Practical*	5	5	2 Hrs	10	15	2 Hrs	25
Total		80	125	20 Hrs	205	520	30 Hrs	725

\* The subject experts at college level shall conduct examinations



### Semester III

Course code	Name of the course	Internal Assessment				End Exams	Semester	Total Marks
		Continu ous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP301T	Pharmaceutical Organic Chemistry II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP302T	Physical Pharmaceutics I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP303T	Pharmaceutical Microbiology – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP304T	Pharmaceutical Engineering – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP305P	Pharmaceutical Organic Chemistry II – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP306P	Physical Pharmaceutics I – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP307P	Pharmaceutical Microbiology – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP308P	Pharmaceutical Engineering – Practical	5	10	4 Hr	15	35	4 Hrs	50
Total		60	100	20	160	440	28Hrs	600

### Semester IV

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuo us Mode	Sessional Exams		Tot al	Mark s	Duratio n	
			Marks	Duration				
BP401T	Pharmaceutical Organic Chemistry III– Theory	10	15	1 Hr	25	75	3 Hrs	100
BP402T	Medicinal Chemistry I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP403T	Physical Pharmaceutics II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP404T	Pharmacology I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP405T	Pharmacognosy I – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP406P	Medicinal Chemistry I – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP407P	Physical Pharmaceutics II – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP408P	Pharmacology I – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP409P	Pharmacognosy I – Practical	5	10	4 Hrs	15	35	4 Hrs	50
Total		70	115	21 Hrs	185	515	31 Hrs	700

### Semester V

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP501T	Medicinal Chemistry II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP502T	Formulative Pharmacy– Theory	10	15	1 Hr	25	75	3 Hrs	100
BP503T	Pharmacology II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP504T	Pharmacognosy II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP505T	Pharmaceutical Jurisprudence – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP506P	Formulative Pharmacy – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP507P	Pharmacology II – Practical	5	10	4 Hr	15	35	4 Hrs	50
BP508P	Pharmacognosy II – Practical	5	10	4 Hr	15	35	4 Hrs	50
Total		65	105	17 Hr	170	480	27 Hrs	650

### Semester VI

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuo us Mode	Sessional Exams		Tota l	Mark s	Duratio n	
			Mark s	Durati on				
BP601T	Medicinal Chemistry III – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP602T	Pharmacology III – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP603T	Herbal Drug Technology – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP604T	Biopharmaceutics and Pharmacokinetics – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP605T	Pharmaceutical Biotechnology– Theory	10	15	1 Hr	25	75	3 Hrs	100
BP606T	Quality Assurance– Theory	10	15	1 Hr	25	75	3 Hrs	100
BP607P	Medicinal chemistry III – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP608P	Pharmacology III – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP609P	Herbal Drug Technology – Practical	5	10	4 Hrs	15	35	4 Hrs	50
Total		75	120	18 Hrs	195	555	30 Hrs	750

### Semester VII

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuo us Mode	Sessional Exams		Tota l	Mar ks	Duratio n	
			Mar ks	Durati on				
BP701 T	Instrumental Methods of Analysis – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP702 T	Industrial Pharmacy – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP703 T	Pharmacy Practice – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP704 T	Novel Drug Delivery System – Theory	10	15	1 Hr	25	75	3 Hrs	100

BP705 P	Instrumental Methods of Analysis – Practical	5	10	4 Hrs	15	35	4 Hrs	50
BP706 PS	Practice School*	25	-	-	25	125	5 Hrs	150
<b>Total</b>								

### Semester VIII

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP801T	Biostatistics and Research Methodology – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP802T	Social and Preventive Pharmacy – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP803ET	Pharmaceutical Marketing – Theory	10 + 10 = 20	15 + 15 = 30	1 + 1 = 2 Hrs	25 + 25 = 50	75 + 75 = 150	3 + 3 = 6 Hrs	100 + 100 = 200
BP804ET	Pharmaceutical Regulatory Science – Theory							
BP805ET	Pharmacovigilance – Theory							
BP806ET	Quality Control and Standardizations of Herbals – Theory							
BP807ET	Computer Aided Drug Design – Theory							
BP808ET	Cell and Molecular Biology – Theory							
BP809ET	Cosmetic Science – Theory							
BP810ET	Experimental Pharmacology – Theory							
BP811ET	Advanced Instrumentation Techniques – Theory							
BP812PW	Project Work	-	-	-	-	150	4 Hrs	150
Total		40	60	4 Hrs	100	450	16 Hrs	550

### Internal assessment: Continuous mode

The marks allocated for Continuous mode of Internal Assessment shall be awarded as per the scheme given below.

**Table-XI: Scheme for awarding internal assessment: Continuous mode**

Theory		
Criteria	Maximum Marks	
Attendance (Refer Table – XII)	4	2
Academic activities (Average of any 3 activities e.g. quiz, assignment, open book test, field work, group discussion and seminar)	3	1.5
Student – Teacher interaction	3	1.5
<b>Total</b>	<b>10</b>	<b>5</b>
Practical		
Attendance (Refer Table – XII)	2	
Based on Practical Records, Regular viva voce, etc.	3	
<b>Total</b>	<b>5</b>	

**Table- XII: Guidelines for the allotment of marks for attendance**

Percentage of Attendance	Theory	Practical
95 – 100	4	2
90 – 94	3	1.5
85 – 89	2	1
80 – 84	1	0.5
Less than 80	0	0

**Sessional Exams**

Two Sessional exams shall be conducted for each theory / practical course as per the schedule fixed by the college(s). The scheme of question paper for theory and practical Sessional examinations is given below. The average marks of two Sessional exams shall be computed for internal assessment as per the requirements given in tables – X. Sessional exam shall be conducted for 30 marks for theory and shall be computed for 15 marks. Similarly Sessional exam for practical shall be conducted for 40 marks and shall be computed for 10 marks.

**Question paper pattern for theory Sessional examinations**

**For subjects having University examination** I. Objective type Questions

(Answer all the questions) =  $10 \times 1 = 10$

I. Long Answers =  $1 \times 10 = 10$

II. Short Answers =  $2 \times 5 = 10$

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Total = 30 marks

**For subjects having Non University Examination**

I. Long Answers =  $1 \times 10 = 10$

II. Short Answers =  $4 \times 5 = 20$

-----  
Total = 30 marks

**Question paper pattern for practical sessional examinations**

Synopsis = 10

II. Experiments = 25

III. Viva voce = 05

-----  
Total = 40 marks

**Promotion and award of grades**

A student shall be declared PASS and eligible for getting grade in a course of B.Pharm. program if he/she secures at least 50% marks in that particular course. For example, to be declared as PASS and to get grade, the student has to secure a minimum of 50 marks for the total of 100 and has to secure a minimum of 25 marks for the total 50 in end semester practical examination.

**Carry forward of marks**

In case a student fails to secure the minimum 50% in any Theory or Practical course, then he/she shall reappear for the end semester examination of that course. However, his/her marks of the Internal Assessment shall be carried over and he/she shall be entitled for grade obtained by him/her on passing.





### **Improvement of internal assessment**

A student shall have the opportunity to improve his/her performance only once in the Sessional exam component of the internal assessment. The re-conduct of the Sessional exam shall be completed before the commencement of next end semester theory examinations.

### **Re-examination of end semester examinations**

Reexamination of end semester examination shall be conducted as per the schedule given in table XIII. The exact dates of examinations shall be notified from time to time.

**Table-XIII: Tentative schedule of end semester examinations**

Semester	For Regular Candidates	For Failed Candidates
I, III, V and VII	November / December	May / June
II, IV, VI and VIII	May / June	November / December

### **Question paper pattern for end semester theory examinations**

#### **For 75 marks paper**

I. Objective type questions

(Answer all the questions) =  $10 \times 2 = 20$

II. Long Answers =  $2 \times 10 = 20$

III. Short Answers =  $7 \times 5 = 35$

**Total = 75 marks**

#### **For 50 marks paper**

I. Long Answers =  $2 \times 10 = 20$

II. Short Answers =  $6 \times 5 = 30$

**Total = 50 marks**

#### **For 35 marks paper**

I. Long Answers =  $1 \times 10 = 10$

II. Short Answers =  $5 \times 5 = 25$

**Total = 35 marks**

### **Question paper pattern for end semester practical examinations**

I. Synopsis = 5

II. Experiments = 25

III. Viva voce = 5

**Total = 35 marks**



### **Academic Progression:**

No student shall be admitted to any examination unless he/she fulfils the norms given. Academic progression rules are applicable as follows:

A student shall be eligible to carry forward all the courses of I, II and III semesters till the IV semester examinations. However, he/she shall not be eligible to attend the courses of V semester until all the courses of I and II semesters are successfully completed.

A student shall be eligible to carry forward all the courses of III, IV and V semesters till the VI semester examinations. However, he/she shall not be eligible to attend the courses of VII semester until all the courses of I, II, III and IV semesters are successfully completed.

A student shall be eligible to carry forward all the courses of V, VI semesters till the VII semester examinations. However, he/she shall not be eligible to get the course completion certificate until all the courses of I to VIII semesters are successfully completed.

A student shall be eligible to get his/her CGPA upon successful completion of the courses of I to VIII semesters within the stipulated time period as per the norms specified in 26.

A lateral entry student shall be eligible to carry forward all the courses of III, IV and V semesters till the VI semester examinations. However, he/she shall not be eligible to attend the courses of VII semester until all the courses of III and IV semesters are successfully completed.

A lateral entry student shall be eligible to carry forward all the courses of V, VI semesters till the VII semester examinations. However, he/she shall not be eligible to get the course completion certificate until all the courses of all semesters are successfully completed.

A lateral entry student shall be eligible to get his/her CGPA upon successful completion of the courses of III to VIII semesters within the stipulated time period as per the norms specified in 26.

Any student who has given more than 4 chances for successful completion of I / III semester courses and more than 3 chances for successful completion of II / IV semester courses shall be permitted to attend V / VII semester classes ONLY during the subsequent academic year as the case may be. In simpler terms there shall NOT be any ODD BATCH for any semester.

Note: Grade AB should be considered as failed and treated as one head for deciding academic progression. Such rules are also applicable for those students who fail to register for examination(s) of any course in any semester.

### **Grading of performances**

Letter grades and grade points allocations:

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course. The letter grades and their corresponding grade points are given in Table – XII.

**Table – XII: Letter grades and grade points equivalent to Percentage of marks and performances**

<b>Percentage of Marks Obtained</b>	<b>Letter Grade</b>	<b>Grade Point</b>	<b>Performance</b>
90.00 – 100	O	10	Outstanding
80.00 – 89.99	A	9	Excellent
70.00 – 79.99	B	8	Good
60.00 – 69.99	C	7	Fair
50.00 – 59.99	D	6	Average
Less than 50	F	0	Fail
Absent	AB	0	Fail

A learner who remains absent for any end semester examination shall be assigned a letter grade of AB and a corresponding grade point of zero. He/she should reappear for the said evaluation/examination in due course.

### **The Semester grade point average (SGPA)**

The performance of a student in a semester is indicated by a number called ‘Semester Grade Point Average’ (SGPA). The SGPA is the weighted average of the grade points obtained in all the courses by the student during the semester. For example, if a student takes five courses(Theory/Practical) in a semester with credits C1, C2, C3, C4 and C5 and the student’s grade points in these courses are G1, G2, G3, G4 and G5, respectively, and then students’ SGPA is equal to:

$$\text{SGPA} = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 + C_5G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

The SGPA is calculated to two decimal points. It should be noted that, the SGPA for any semester shall take into consideration the F and ABS grade awarded in that semester. For example, if a learner has a F or ABS grade in course 4, the SGPA shall then be computed as:

$$\text{SGPA} = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 * \text{ZERO} + C_5G_5}{C_1 + C_2 + C_3 + C_4 + C_5}$$

### Cumulative Grade Point Average (CGPA)

The CGPA is calculated with the SGPA of all the VIII semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all VIII semesters and their courses. The CGPA shall reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPA shall only reflect the new grade and not the fail grades earned earlier. The CGPA is calculated as:

$$\text{CGPA} = \frac{C_1S_1 + C_2S_2 + C_3S_3 + C_4S_4 + C_5S_5 + C_6S_6 + C_7S_7 + C_8S_8}{C_1 + C_2 + C_3 + C_4 + C_5 + C_6 + C_7 + C_8}$$

where C1, C2, C3,.... is the total number of credits for semester I,II,III,.... and S1,S2, S3,.... is the SGPA of semester I,II,III,....

### Declaration of class

The class shall be awarded on the basis of CGPA as follows: First Class with Distinction = CGPA of 7.50 and above

First Class = CGPA of 6.00 to 7.49

Second Class = CGPA of 5.00 to 5.99

### Project work

All the students shall undertake a project under the supervision of a teacher and submit a report. The area of the project shall directly relate any one of the elective subject opted by the student in semester VIII. The project shall be carried out in group not exceeding 5 in number. The project report shall be submitted in triplicate (typed & bound copy not less than 25 pages).

The internal and external examiner appointed by the University shall evaluate the project at the time of the Practical examinations of other semester(s). Students shall be evaluated in groups for four hours (i.e., about half an hour for a group of five students). The projects shall be evaluated as per the criteria given below.

### Evaluation of Dissertation Book:

Objective(s) of the work done	15 Marks
Methodology adopted	20 Marks
Results and Discussions	20 Marks
Conclusions and Outcomes	20 Marks
<b>Total</b>	<b>75 Marks</b>
<b>Evaluation of Presentation:</b>	
Presentation of work	25 Marks
Communication skills	20 Marks
Question and answer skills	30 Marks
<b>Total</b>	<b>75 Marks</b>

*Explanation:* The 75 marks assigned to the dissertation book shall be same for all the students in a group. However, the 75 marks assigned for presentation shall be awarded based on the performance of individual students in the given criteria.

### **Industrial training (Desirable)**

Every candidate shall be required to work for at least 150 hours spread over four weeks in a Pharmaceutical Industry/Hospital. It includes Production unit, Quality Control department, Quality Assurance department, Analytical laboratory, Chemical manufacturing unit, Pharmaceutical R&D, Hospital (Clinical Pharmacy), Clinical Research Organization, Community Pharmacy, etc. After the Semester – VI and before the commencement of Semester – VII, and shall submit satisfactory report of such work and certificate duly signed by the authority of training organization to the head of the institute.

### **Practice School**

In the VII semester, every candidate shall undergo practice school for a period of 150 hours evenly distributed throughout the semester. The student shall opt any one of the domains for practice school declared by the program committee from time to time.

At the end of the practice school, every student shall submit a printed report (in triplicate) on the practice school he/she attended (not more than 25 pages). Along with the exams of semester VII, the report submitted by the student, knowledge and skills acquired by the student through practice school shall be evaluated by the subject experts at college level and grade point shall be awarded.

### **Award of Ranks**

Ranks and Medals shall be awarded on the basis of final CGPA. However, candidates who fail in one or more courses during the B.Pharm program shall not be eligible for award of ranks. Moreover, the candidates should have completed the B. Pharm program in minimum prescribed number of years, (four years) for the award of Ranks.

### **Award of degree**

Candidates who fulfill the requirements mentioned above shall be eligible for award of degree during the ensuing convocation.

### **Duration of the program**

The course of study for B.Pharm shall extend over a period of eight semesters (four academic years) and six semesters (three academic years) for lateral entry students. The curricula and syllabi for the program shall be prescribed from time to time by Pharmacy Council of India, New Delhi.

### **Duration for completion of the program of study**

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.

### **Re-admission after break of study**

Candidate who seeks re-admission to the program after break of study has to get the approval from the university by paying a condonation fee.

No condonation is allowed for the candidate who has more than 2 years of break up period and he/she has to re-join the program by paying the required fees.



## Master of Pharmacy –M.Pharm 2019 onwards

### II. COURSE CONTENT

#### 2.1 Title of the course

These regulations shall be called as “**Master of Pharmacy (M. Pharm.) Degree Program - Credit Based Semester System (CBSS) 2019**” of the “**Kerala University of Health Sciences**” (M.Pharm-CBSS 2019). They shall come into effect from the Academic Year 2019-20. The regulations framed are subject to modifications from time to time by the authorities of the Kerala University of Health Sciences, Thrissur (hereinafter mentioned as the University).

#### 2.2 Objectives of course

To generate Pharmacy Post Graduates with profound knowledge in various branches of Pharmaceutical Sciences to meet with the rapidly increasing demands in

- Pharmaceutical Manufacturing & Technology
- Pharmaceutical & Herbal Drug Research
- Pharmaceutical & Herbal Formulation Development
- Computer aided Drug design and Development
- Clinical research including Preclinical & Clinical studies.
- Pharmaceutical Drug Analysis
- Clinical Toxicology & Toxicological Analysis
- Drug Regulatory affairs

To discover the potential to become Faculty in Pharmaceutical Sciences with unmatched quality and excellence, so as to educate the future pharmacy generation (Undergraduate, Post graduate, and Doctoral candidates).

#### 2.3 Medium of Instruction

Medium of instruction and examination shall be in English.

#### 2.4 Course Outline

- a) The specialisations in M.Pharm. Program is given in Table 1.

**Table – 1: M.Pharm. Specialisation and their code**

S.No	KUHS Course Code	Specialisation	Specialisation Code
1.	276	Pharmaceutics	MPH

The course of study for M. Pharm shall include Semester wise Theory & Practical as given in Table – 2 & 3. The number of hours to be devoted to each theory and practical course in any semester shall not be less than that shown in Table – 2a-2f & 3.

**Table – 2a: Course of study for M.Pharm.Pharmaceutics I & II Semester**

<b>MPH</b>	<b>PHARMACEUTICS</b>				
<b>Course Code</b>	<b>Course</b>	<b>Credit Hours</b>	<b>Credit Points</b>	<b>Hrs./wk</b>	<b>Marks</b>
<b>Semester I</b>					
MPT101T	Modern Pharmaceutical Analytical Techniques	4	4	4	100
MPH 102T	Drug Delivery Systems	4	4	4	100
MPH 103T	Modern Pharmaceutics	4	4	4	100
MPH 104T	Regulatory Affairs	4	4	4	100
MPH105P	Pharmaceutics Practical I	12	6	12	150
-	Seminar/Assignment	7	4	7	100
Total		35	26	35	650
<b>Semester II</b>					
MPH 201T	Molecular Pharmaceutics (Nanotechnology and Targeted Drug Delivery Systems)	4	4	4	100
MPH 202T	Advanced Biopharmaceutics & Pharmacokinetics	4	4	4	100
MPH 203T	Computer Aided Drug Development	4	4	4	100
MPH 204T	Cosmetics and Cosmeceuticals	4	4	4	100
MPH205P	Pharmaceutics Practical II	12	6	12	150
-	Seminar /Assignment	7	4	7	100
Total		35	26	35	650

**Table – 3: Course of study for M. Pharm. III & IV Semester(Common for all Specialisations)**

Course Code	Course	Credit Hours	Credit Points
<b>Semester III</b>			
MRM 301T	Research Methodology and Biostatistics	4	4
-	Journal Club	1	1
-	Discussion / Presentation(ProposalPresentation)	2	2
-	Research Work	28	14
Total		35	21
<b>Semester IV</b>			
-	Journal Club	1	1
-	Presubmission Discussion / Presentation	3	3
-	Research Work	31	16
Total		35	20

**Program/Course credit structure**

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, seminars, assignments, etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly the credit associated with any of the other academic, co/extracurricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week/per activity.

Curricular activities over the duration of four semesters. The credits are distributed semester-wise as shown in Table 4.

Courses generally progress in sequence, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

**Table – 4: Semester wise credits distribution**

Semester	Credit Points
I	26
II	26
III	21
IV	20
Co-curricular Activities* (attending Conference, ScientificPresentations and other scholarly Activities)	Minimum = 02 Maximum = 07
Total Credit Points	Minimum = 95 Maximum = 100

\*Credit points assigned for co-curricular activities shall be given by the Principals of Colleges and the same shall be submitted to the University along with the attendance and marks scored by the candidates in semester IV.



### Program/Course credit structure

As per the philosophy of Credit Based Semester System, certain quantum of academic work viz. theory classes, practical classes, seminars, assignments, etc. are measured in terms of credits. On satisfactory completion of the courses, a candidate earns credits. The amount of credit associated with a course is dependent upon the number of hours of instruction per week in that course. Similarly the credit associated with any of the other academic, co/extracurricular activities is dependent upon the quantum of work expected to be put in for each of these activities per week/per activity.

### Credit assignment

#### a) Theory and Laboratory courses

Courses are broadly classified as Theory and Practical. Theory courses consist of lecture (L) and Practical (P) courses consist of hours spent in the laboratory. Credits (C) for a course is dependent on the number of hours of instruction per week in that course, and is obtained by using a multiplier of one (1) for lecture and a multiplier of half (1/2) for practical (laboratory) hours. Thus, for example, a theory course having four lectures per week throughout the semester carries a credit of 4. Similarly, a practical having four laboratory hours per week throughout semester carries a credit of 2. The contact hours of seminars, assignments and research work shall be treated as that of practical courses for the purpose of calculating credits. i.e., the contact hours shall be multiplied by 1/2. Similarly, the contact hours of journal club, research work presentations and discussions with the supervisor shall be considered as theory course and multiplied by 1.

#### b) Minimum credit requirements

The minimum credit points required for the award of M. Pharm. degree is 95. However based on the credit points earned by the students under co- curricular activities, a student shall earn a maximum of 100 credit points. These credits are divided into Theory courses, Practical, Seminars, Assignments, Research work, Discussions with the supervisor, Journal club and Co-

Curricular activities over the duration of four semesters. The credits are distributed semester-wise as shown in Table 4.

Courses generally progress in sequence, building competencies and their positioning indicates certain academic maturity on the part of the learners. Learners are expected to follow the semester-wise schedule of courses given in the syllabus.

**Table – 4: Semester wise credits distribution**

Semester	Credit Points
I	26
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Co-curricular Activities* (attending Conference, Scientific Presentations and other scholarly Activities)	Minimum = 02 Maximum = 07
Total Credit Points	Minimum = 95 Maximum = 100

\*Credit points assigned for co-curricular activities shall be given by the Principals of Colleges and the same shall be submitted to the University along with the attendance and marks scored by the candidates in semester IV.

**Table – 5: Guidelines for Awarding Credit Points for Co-Curricular Activities**

<b>Name of the Activity</b>	<b>Maximum Credit Points Eligible/Activity</b>
Participation in National Level Seminar/ Conference/ Workshop/Symposium/Training Programmes(related to the specialization of the student)	01
Participation in International* Level Seminar/ Conference/Workshop/ Symposium/ Training Programs(related to the specialization of the student)	02
Academic Award/Research Award from State Level/National Agencies	01
Academic Award/Research Award from International Agencies	02
Research/Review Publication in National Journals (Indexed in Scopus/Web of Science)/ National Level Seminar/ Conference/ Workshop/Symposium/Training Programmes(related to the specialization of the student)	01
Research/Review Publication in International* Journals (Indexed in Scopus/Web of Science)/ International* Level Seminar/ Conference/Workshop/ Symposium/ Training Programs (related to the specialization of the student)	02

\* International Conference: Conference in which resource persons from two or more nations or nationalities participate. International Journal: One quarter of editorial board is from an outside nation/ one third of papers published originate from an outside nation.

### **Program Committee**

The M. Pharm. programme shall have a Programme Committee constituted by the Head of the institution in consultation with all the Heads of the departments.

The composition of the Programme Committee shall be as follows:

A teacher at the cadre of Professor shall be the Chairperson; One Teacher from each M. Pharm specialization and four student representatives (two from each academic year), nominated by the Head of the institution.

Duties of the Programme Committee:

- Periodically reviewing the progress of the classes.
- Discussing the problems concerning curriculum, syllabus and the conduct of classes.
- Discussing with the course teachers on the nature and scope of assessment for the course and the same shall be announced to the students at the beginning of respective semesters.
- Communicating its recommendation to the Head of the institution on academic matters.
- The Programme Committee shall meet at least twice in a semester preferably at the end of each sessional exam and before the end semester exam.

### **2.5 Duration**

The program of study for M.Pharm. shall extend over a period of four semesters (two academic years). The curricula and syllabi for the program shall be prescribed from time to time by the Kerala University of Health sciences.

The duration for the completion of the program shall be fixed as double the actual duration of the program and the students have to pass within the said period, otherwise they have to get fresh Registration.

## 2.9 Teaching Learning methods

A regular record of attendance both in Theory, Practical, Seminar, Assignment, Journal club, Discussion with the supervisor, Research work presentation and Dissertation shall be maintained by the department / teaching staff of respective courses.

### 2.21 Logbook

Registers to be maintained :

The Institution have to maintain registers for student activities such as Seminar/Assignment (Semester I & Semester II), Journal club presentation (Semester III & Semester IV), Minutes of Research Monitoring committee (Semester III & Semester IV), and Co-curricular activities (Semester I to IV) in addition to the mandatory general records as specified by the University from time to time.

## III. EXAMINATION

### 3.1 Eligibility to appear for exams

A candidate is required to put in at least 80% attendance in individual courses considering theory and practical separately. The candidate shall complete the prescribed course satisfactorily to be eligible to appear for the respective examinations. The candidate must secure 50% marks for internal assessment in theory and practical (including viva) separately in a particular subject in order to be eligible to appear in the university examination of the subject.

### 3.2 Schedule of Regular / Supplementary exams

Semester examinations will be conducted once in every six months after fulfilling 100 working days. Re-examination shall be conducted as per the notifications of the University from time to time.

**Table: 6 - Question paper pattern for end semester theory & practical examinations**

Question paper pattern for end semester theory examinations			
I.	Long Answers	3 x 10	30 Marks
II.	Short Answers	9 x 5	45 Marks
Total			75 Marks
Question paper pattern for end semester practical examinations			
I.	Synopsis		15 Marks
II.	Experiment - I		40 Marks
III.	Experiment – II		30 Marks
IV.	Viva voce		15 Marks
Total			100 Marks

### 3.3 Scheme of examination showing maximum marks and minimum marks

The End Semester Examinations for each theory and practical course through semesters I to IV shall be conducted by the University.

The Schemes for internal assessments and end semester examinations are given in Table 7a-7f and 8 below.



**Table – 7a: Schemes for internal assessments and end semester examination**

MPH	PHARMACEUTICS							
Course code	Course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
SEMESTER I								
MPT101T	Modern Pharmaceutical Analytical Techniques	10	15	1 Hr	25	75	3 Hrs	100
MPH 102T	Drug Delivery System	10	15	1 Hr	25	75	3 Hrs	100
MPH 103T	Modern Pharmaceuics	10	15	1 Hr	25	75	3 Hrs	100
MPH 104T	Regulatory Affairs	10	15	1 Hr	25	75	3 Hrs	100
MPH105P	Pharmaceutics Practical I	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment*	-	-	-	100	-	-	100
Total								650
SEMESTER II								
MPH 201T	Molecular Pharmaceutics (Nanotechnology&TargetedDrug Delivery Systems)	10	15	1 Hr	25	75	3 Hrs	100
MPH 202T	AdvancedBiopharmaceutics &Pharmacokinetics	10	15	1 Hr	25	75	3 Hrs	100
MPH 203T	Computer AidedDrug Development	10	15	1 Hr	25	75	3 Hrs	100
MPH 204T	Cosmetics andCosmeceuticals	10	15	1 Hr	25	75	3 Hrs	100
MPH205P	Pharmaceutics Practical II	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment*	-	-	-	100	-	-	100
Total								650
*In the case of “Seminar/Assignment” of Semester I and II, the total marks is split up as 25 marks each for the 4 theory courses, out of which 10 marks are awarded for seminars and 15 marks awarded for assignment, based on the syllabus of the respective theory course.								

**Table – 8: Schemes for internal assessments and end semester examinations  
(Semester III& IV)**

	COMMON FOR ALL SPECIALISATIONS							
Coursecode	Course	Internal Assessment				End Semester Exams		Total Marks
		ContinuousMode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
SEMESTER III								
MRM 301T	Research Methodology and Biostatistics	10	15	1 Hr	25	75	3 Hrs	100
-	Journal Club	-	-	-	25	-	-	25
-	Discussion / Presentation (proposal presentation)	-	-	-	25	-	-	25
-	Research Work	-	-	-	-	350	1 Hr	350
Total								500
SEMESTER IV								
-	Journal Club	-	-	-	25	-	-	25
-	Presubmission Discussion / Presentation	-	-	-	75	-	-	75
-	Research Work and Colloquium	-	-	-	-	400	1 Hr	400
Total								500

**Table – 9: Scheme for awarding internal assessment**

Theory	
Criteria	Maximum Marks
Attendance (Refer Table – 10)	8
Student – Teacher interaction	2
Total	10
Practical	
Attendance (Refer Table – 10)	10
Based on Practical Records, Regular viva voce, etc.	10
Total	20

**Table – 10: Guidelines for the allotment of marks for attendance**

Percentage of Attendance	Theory	Practical
95-100	8	10
90-94	6	7.5
85-89	4	5
80-84	2	2.5
Less than 80	0	0

**Allowed to keep terms (ATKT):**

No student shall be admitted to any examination unless he/she fulfills the norms given in clause.

ATKT rules are applicable as follows:

A student shall be eligible to carry forward all the courses of I and II semesters till the III semester examinations. However, he/she shall not be eligible to attend the courses of IV semester until all the courses of I, II and III semesters are successfully completed. A student shall be eligible to get his/her CGPA upon successful completion of the courses of I to IV semesters within the stipulated time period as per the norms.

Note: Grade AB should be considered as failed and treated as one head for deciding ATKT. Such rules are also applicable for those students who fail to register for examination(s) of any course in any semester.

**Grading of performances****a) Letter grades and grade points allocations:**

Based on the performances, each student shall be awarded a final letter grade at the end of the semester for each course. The letter grades and their corresponding grade points are given in Table – 11.

**Table – 11: Letter grades and grade points equivalent to Percentage of marks and performances**

Percentage of Marks obtained	Letter Grade	Grade point	Performance
90.00 – 100.00	O	10	Outstanding
80.00 – 89.99	A	9	Excellent
70.00- 79.99	B	8	Good
60.00 - 69.99	C	7	Fair
50.00 – 59.99	D	6	Average
Less Than 50	F	0	Fail
Absent	AB	0	Fail

A learner who remains absent for any end semester examination shall be assigned a letter grade of AB and a corresponding grade point of zero. He/she should reappear for the said evaluation/examination in due course.

**b) The Semester grade point average (SGPA)**

The performance of a student in a semester is indicated by a number called ‘Semester Grade Point Average’ (SGPA). The SGPA is the weighted average of the grade points obtained in all the courses by the student during the semester. For example, if a student takes five courses (Theory/Practical) in a semester with credits C1, C2, C3 and C4 and the student’s grade points in these courses are G1, G2, G3 and G4, respectively, and then students’ SGPA is equal to:

$$\text{SGPA} = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4}{C_1 + C_2 + C_3 + C_4}$$

The SGPA is calculated to two decimal points. It should be noted that, the SGPA for any semester shall take into consideration the F and ABS grade awarded in that semester. For example, if a learner has a F or ABS grade in course 4, the SGPA shall then be computed as:

$$\text{SGPA} = \frac{C_1G_1 + C_2G_2 + C_3G_3 + C_4G_4 * \text{ZERO}}{C_1 + C_2 + C_3 + C_4}$$

### c) Cumulative Grade Point Average (CGPA)

The CGPA is calculated with the SGPA of all the IV semesters to two decimal points and is indicated in final grade report card/final transcript showing the grades of all IV semesters and their courses. The CGPA shall reflect the failed status in case of F grade(s), till the course(s) is/are passed. When the course(s) is/are passed by obtaining a pass grade on subsequent examination(s) the CGPA shall only reflect the new grade and not the fail grades earned earlier. The CGPA is calculated as:

$$\text{CGPA} = \frac{C_1S_1 + C_2S_2 + C_3S_3 + C_4S_4}{C_1 + C_2 + C_3 + C_4}$$

where C1, C2, C3,... is the total number of credits for semester I,II,III,... And S1, S2, S3... is the SGPA of semester I, II, III....

### 3.7 Internal assessment component

As mentioned in Scheme of examination. (Clause 3.3)

Two sessional exams shall be conducted for each theory/practical course including Seminar/Assignments as per the schedule fixed by the college(s). The average marks of two sessional exams shall be computed for internal assessment as per the requirements

A student shall have the opportunity to improve his/her performance only once in the sessional exam component of the internal assessment. The re-conduct of the sessional exam shall be completed before the commencement of end semester theory examinations.

### 3.8 Details of practical / clinical practicum exams.

As mentioned in Schedule of Regular / Supplementary Exams (clause 3.2) Scheme of examination. (Clause 3.3)



### 3.9 Number of examiners (Internal & External) and their qualifications

- A post graduate (PG) degree in the M. Pharm specialisation concerned shall be eligible as teacher.
- A post graduate degree in the M. Pharm specialisation concerned with 5 years Post PG teaching experience is eligible as internal examiner.
- A post graduate degree in the M. Pharm specialisation concerned with 10 years Post PG teaching experience is eligible as external examiner.
- A post graduate degree in the M. Pharm specialisation concerned with 5 years Post PG teaching experience is eligible to guide maximum of 5 candidates for M. Pharm dissertation.

For the conduct of practical examination of Semester I of the specialisations Pharmaceutics, Pharmaceutical Chemistry, Pharmacognosy, Pharmaceutical Analysis and Pharmacology, one external examiner in the M. Pharm specialisation concerned and two internal examiners (one examiner in the M. Pharm specialisation concerned and one examiner in the M. Pharm specialisation dealing with Modern Analytical and Research methods) shall be appointed by the University.

For the conduct of practical examination of Semester I of the Pharmacy Practice specialisation and practical examination of Semester II of all specialisations, and for the Research Work presentation of Semester III & IV one internal and one external examiner each, in the M. Pharm specialisation concerned shall be appointed by the University.

### 3.10 Details of viva:

As mentioned in Schedule of Regular/Supplementary Exams (clause 3.2) Scheme of examination (Clause 3.3)

## ANNEXURE 1: Guidelines for conducting end semester practical examination of

### SEMESTER I

**Total Marks: 100**

**Duration: 6 Hrs**

#### 1. Specialisation –Pharmaceutics –MPH105P

Q. No.	Question	Marks
I	Synopsis(20 Min) [Based on experiments mentioned in KUHS syllabus]	15
IIa	Formulation and evaluation of floating Drug Delivery Systems. OR In vitro dissolution profile of CR/SR marketed formulation. OR Determination of similarity factor.	25
IIb	Determination of Carr's Index, Hausner's ratio and angle of repose of powders / granules. OR Determination of preformulation parameters for tablet formulation.	15
III	Quantitative analysis of the given sample by Spectrofluorimetry /UV-Visible Spectroscopy	30
IV	Viva voce	15
	<b>Total</b>	<b>100</b>

**ANNEXURE 2: Guidelines for conducting end semester practical examination of  
SEMESTER II**

**Total Marks: 100**

**Duration: 6 Hrs**

**1. Specialisation –Pharmaceutics –MPH205P**

Q. No.	Question	Marks
I	Synopsis(20 Min) [Based on experiments mentioned in KUHS syllabus]	15
II	Major Experiment (Any ONE of the following) a) Preparation and evaluation of microspheres/liposomes b) Formulation and evaluation of cream using different excipients. c) Protein binding studies of highly protein bound and poorly protein bound drugs. d) Comparison of Dissolution of different marketed products /brands	40
III	Minor Experiment (Any ONE of the following) a. Improvement of dissolution characteristics of slightly soluble drug by solid dispersion technique b. Formulation and evaluation of /shampoo/toothpaste c. Formulation data analysis /DoE using experimental design software d. Pharmacokinetic data analysis by pharmacokinetic software	30
IV	Viva voce	15
	<b>Total</b>	<b>100</b>

**ANNEXURE 3: Guidelines for Mark Distribution of  
SEMESTER III**

**Total Marks: 500**

Course	Particulars	Marks
MRM 301T: Research Methodology and Biostatistics	Internal Assessment and End Semester University examinations as in other courses of Semester I & II	<b>100 Marks</b>
<b>Journal Club</b>		
Each candidate shall present a recent review/research article related to his/her specialisation and the same shall be evaluated by a team of faculty members [Research Monitoring committee] including the project guide of the candidate. The marks distribution is as follows:		
	Relevance of the selected article	5 Marks
	Presentation skills including slide preparation	10 Marks
	Answering to the queries	10 Marks
	<b>Total</b>	<b>25 Marks</b>

<b>Proposal presentation/Discussion</b>		
Shall be carried out immediately after topic selection, before finishing first 3 months of third semester.		
Candidates have to carry out a brief digital slide presentation/Discussion (Maximum 10 minutes duration) of the Aim, Objectives & Proposed work plan of the selected research topic before a Research Monitoring committee including the project guide, formed by the Principal of the institution concerned. The research title and synopsis has to be approved by the Research Monitoring committee with/without necessary modification before submitting to the University		
	Relevance of the selected topic	10 Marks
	Knowledge on its relevant background	15 Marks
	<b>Total</b>	<b>25 Marks</b>
<b>Research work</b>		
Shall be carried out at the end of third semester		
	Digital slide presentation & Discussion on:- Relevant literature, methodology in detail, progress of the work so far conducted, briefing on the works remaining (50min)	300 Marks
	Viva voce	50 Marks
	<b>Total</b>	<b>350 Marks</b>

1. Before finishing the first 3 months, as per the notification of the University, the Synopsis of the Project (with its correct title) selected by all the candidates along with the details of their Project guides have to be sent to the University from the Institutions.

Before uploading the Synopsis it has to be approved, based on the Proposal presentation/Discussion, by the College Research Monitoring committee including the project guide, formed by the Principal of each institution.

Besides, wherever needed, the synopsis has to be approved by the Institutional Human/Animal Ethics Committee before its uploading.

The synopsis shall sum up, in not more than 500 words, the problem examined, the methods used and the findings expected. The synopsis shall cover the following components:

- i. Title of the Research Project
- ii. Name of the student with branch and college
- iii. Name of the Guide/Co-Guide, with designation and official address
- iv. Keywords, not more than 10
- v. Shall include Introduction, Review of Literature, Aims & Objectives, Rationale/Background of the study, Research envisaged, Experimental methods/ Methodology, Expected Outcome, etc. in not more than 500 words. (Separate subtitles are not needed.)
- vi. Important references, not more than 7

At the end of Fourth semester, as per the notification of the University, the details of attendance and marks scored by the candidates, along with the credits scored for co curricular activities have to be uploaded and the eligible candidates have to register for Thesis Submission and Colloquium on Research work.

On the day of University examination the thesis shall be evaluated by the examiners appointed by the university as per the criteria given below:

No.	Particulars	Marks
<b>I</b>	<b>Evaluation of dissertation book</b>	
a	Objectives of the work done	25 Marks
b	Methodology adopted	75 Marks
c	Results & Discussion	100 Marks
d	Conclusion & outcomes	50 Marks
	<b>Total</b>	<b>250Marks</b>

#### ANNEXURE 4: Guidelines for Mark Distribution of SEMESTER IV

**Total Marks: 500**

Course	Particulars	Marks
<b>Journal Club</b>		
Each candidate shall present a recent review/research article related to his/her specialisation and the same shall be evaluated by a team of faculty members [Research Monitoring committee] including the project guide of the candidate. The marks distribution is as follows:		
	Relevance of the selected article	5 Marks
	Presentation skills including slide preparation	10 Marks
	Answering to the queries	10 Marks
	<b>Total</b>	<b>25 Marks</b>
<b>Presubmission presentation/Discussion</b>		
The candidate shall carry out a brief presentation, in the form of a pre submission seminar, of the research work being carried out by him/her, before the Research Monitoring committee formed by the Principal of the institution concerned including the project guide of the candidate, so that he/she gets a chance for the thorough review of his/her work and make necessary modifications on it before submitting it to the University. The marks distribution is as follows:		
	Presentation of the Thesis work	50 Marks
	Viva voce	25 Marks
	<b>Total</b>	<b>75 Marks</b>



At the end of Fourth semester, as per the notification of the University, the details of attendance and marks scored by the candidates, along with the credits scored for co curricular activities have to be uploaded and the eligible candidates have to register for Thesis Submission and Colloquium on Research work.

On the day of University examination the thesis shall be evaluated by the examiners appointed by the university as per the criteria given below:

<b>No.</b>	<b>Particulars</b>	<b>Marks</b>
<b>I</b>	<b>Evaluation of dissertation book</b>	
a	Objectives of the work done	25 Marks
b	Methodology adopted	75 Marks
c	Results & Discussion	100 Marks
d	Conclusion & outcomes	50 Marks
	<b>Total</b>	<b>250Marks</b>

<b>II</b>	<b>Evaluation of presentation</b>	
a	Presentation of work	75 Marks
b	Communication skills	25 Marks
c	Defense / Answering to the queries	50 Marks
	<b>Total</b>	<b>150Marks</b>
	<b>Grand Total</b>	<b>400Marks</b>



## **FORMAT FOR PRINTING THE THESIS**

**The thesis/dissertation shall have the following components:**

I. Title page. *See below.*

II. Certificates/Declarations by the Student, Guide/Co-guide and the Head of the Institution.

III. Acknowledgement: *Should not be lengthy; Avoid superlatives.*

IV. Abstract. *To provide a brief summary of the dissertation/thesis in 250 - 300 words, summing up clearly the problem examined, the methods used, and the main findings. Key words, maximum 10; each word relevant and separated by a semicolon.*

V. Table of Contents.

VI. List of Tables & Figures.

VII. List of Abbreviations.

VIII. Research work component, which shall be written under the following headings:

1. Introduction.

2. Review of literature.

3. Aims or Objectives.

4. Material and Methods.

5. Results & Discussion.

6. Summary & Conclusion.

7. References: in Vancouver style. (Not less than 50)

8. Tables & Annexures.

### **Paper**

Only high quality, plain white, unlined bond paper, and 21 cm x 29.7cm (A4 8.27" x 11.69") in size shall be used. Erasable paper should not be used. To allow for binding, the left-hand margin must be at least 3.81 cm (1.5 inch). Other margins shall be 2.54 cm (1 inch).

Times New Roman Font, with size 12 for main text (not in bold) and 1.5 lines spacing shall be used. The size of the titles shall be 14 and Bold, the size of subtitles shall be 12 and bold. The written text of dissertation shall be not less than 75 pages and shall not exceed 150 pages.

### **Submission of Thesis to University**

Four hard bound copies of the thesis (Spiral binding should be avoided) and a soft copy in CD/DVD, in PDF format, shall be submitted. The CD/DVD label shall contain the Title, Name of

the candidate, Register number, Degree name with specialisation, Name of the Guide/Co-guide, Name of the Department, College, Place and Year.

The front cover and the first page of the hard bound copies shall be printed with the title page (See template below) in indelible ink in a suitable font size. Avoid ornamental fonts.

The side-cover (spine) of the thesis book shall contain the title of the thesis, Degree name with specialisation and the Month & year of submission in a font size suitable for reading through a library shelf.

**(TITLE IN CAPITAL LETTERS; BOLD)**

*(KUHS Emblem)*

By  
*(Name of the Candidate)*  
*(Reg. No.)*

Thesis submitted to the Kerala University of Health Sciences  
in partial fulfillment of the requirements for the award of the  
Degree of  
Master of Pharmacy  
In  
*(Name of Subject/Branch Specialisation)*

Under the guidance of  
*(Name of the Guide/Co-Guide with designation)*  
*(Name of the Department)*  
*(Name of the College)*

FACULTY OF PHARMACEUTICAL SCIENCES  
KERALA UNIVERSITY OF HEALTH SCIENCES,  
THRISSUR – 680596

*(Month & Year of submission.)*

MPHARM.  
(SPECIALIS  
ATION)

**(TITLE IN CAPITAL LETTERS; BOLD)**

(Month  
&  
Year)  
KUHS



## Doctor of Pharmacy - (Pharm.D)

### COURSE CONTENT

#### Title of course: Doctor of Pharmacy (Pharm.D)

#### Objectives of course

The Doctor of Pharmacy education will aim at producing post graduates, having profound knowledge of pharmacy supplemented with knowledge of scientific advances in Modern medicine along with extensive practical training; who will become efficient Physicians fully competent to serve the health care professional.

The aim of the course is to mould the student to suit the varied requirements of

- Practice settings in – Hospital Pharmacy and Community Pharmacy.
- Clinical Pharmacy services
  - Patient counselling
  - Drug information
  - Therapeutic Drug Monitoring(TDM) and Dose calculation
- Academics.
- Regulatory affairs.

#### Medium of instruction:

The medium of instruction for the course shall be English.

#### Course outline

The course of study for Pharm.D shall include the subjects as given in the Tables below. The number of hours in a week, devoted to each subject to its teaching in theory, practical and tutorial shall not be less than that noted against it in columns (3), (4) and (5) below

#### First Year

S.No	Name of Subject	No. of hours of Theory	No. of hours of Practical	No. of hours of Tutorial
(1)	(2)	(3)	(4)	(5)
1.1	Human Anatomy and Physiology	3	3	1
1.2	Pharmaceutics	2	3	1
1.3	Medicinal Biochemistry	3	3	1
1.4	Pharmaceutical Organic Chemistry	3	3	1
1.5	Pharmaceutical Inorganic Chemistry	2	3	1
1.6	Remedial Mathematics/ Biology	3	3*	1
Total Hours		16	18	6=(40)

\* Only for Biology

#### Second Year

S.No	Name of Subject	No. of hours of Theory	No. of hours of Practical	No. of hours of Tutorial
(1)	(2)	(3)	(4)	(5)
2.1	Pathophysiology	3	-	1
2.2	Pharmaceutical Microbiology	3	3	1
2.3	Pharmacognosy & Phytopharmaceuticals	3	3	1
2.4	Pharmacology-I	3	-	1
2.5	Community Pharmacy	2	-	1
2.6	Pharmacotherapeutics-I	3	3	1
Total Hours		17	9	6=(32)

### Third Year

S.No	Name of Subject	No. of hours of Theory	No. of hours of Practical	No. of hours of Tutorial
(1)	(2)	(3)	(4)	(5)
3.1	Pharmacology-II	3	3	1
3.2	Pharmaceutical Analysis	3	3	1
3.3	Pharmacotherapeutics-II	3	3	1
3.4	Pharmaceutical Jurisprudence	2	-	-
3.5	Medicinal Chemistry	3	3	1
3.6	Pharmaceutical Formulations	2	3	1
<b>Total Hours</b>		<b>16</b>	<b>15</b>	<b>6=(36)</b>

### Fourth Year

S.No	Name of Subject	No. of hours of Theory	No. of hours of Practical	No. of hours of Tutorial
(1)	(2)	(3)	(4)	(5)
4.1	Pharmacotherapeutics-III	3	3	1
4.2	Hospital Pharmacy	2	3	1
4.3	Clinical Pharmacy	3	3	1
4.4	Biostatistics & Research Methodology	2	-	1
4.5	Biopharmaceutics & Pharmacokinetics	3	3	1
4.6	Clinical Toxicology	2	-	1
<b>Total Hours</b>		<b>15</b>	<b>12</b>	<b>6=(33)</b>

### Fifth Year

S.No	Name of Subject	No. of hours of Theory	No. of hours of Practical	No. of hours of Tutorial
(1)	(2)	(3)	(4)	(5)
5.1	Clinical Research	3	-	1
5.2	Pharmacoepidemiology and Pharmacoeconomics	3	-	1
5.3	Clinical Pharmacokinetics & Pharmacotherapeutic Drug Monitoring	2	-	1
5.4	Clerkship *	-	-	1
5.5	Project work (Six Months)	-	20	-
<b>Total Hours</b>		<b>8</b>	<b>20</b>	<b>4=(32)</b>

\*Attending ward rounds on a daily basis.

### Sixth Year:

Internship or residency training, including postings in specialty units. The student should independently provide the clinical pharmacy services to the allotted wards.

(i) Six months in General Medicine department, and

(ii) Two months each in three other speciality departments.

## Duration

The duration of the course shall be six academic years (five years of study and one year of internship or residency) full time with each academic year spread over a period of not less than 200 working days. The period of six years duration is divided into two phases –

Phase I – consisting of first, Second, Third, fourth and the fifth academic year.

Phase II – consisting of internship or residency training during the sixth year involving posting in specialty units. It is a phase of training wherein a student is exposed to actual pharmacy practice or clinical pharmacy services and acquires skill under supervision so that he or she may become capable of functioning independently.

## EXAMINATIONS

### Eligibility to appear for exams

Only such students who produce certificate from the Head of the Institution in which he or she has undergone the Pharm.D. course, in proof of his or her having regularly and satisfactorily undergone the course of study by attending not less than 80% of the classes held both in theory and in practical separately in each subject shall be eligible for appearing at examination.

### Schedule of Regular/Supplementary exams

There will be one main examinations and one supplementary examination six months apart in each year.

**Scheme of examination showing maximum marks and minimum marks (Minimum marks should be given)**

### First Year examination:

S. No	Name of Subject	Maximum marks for Theory			Maximum marks for Practical		
		Examination	Sessional	Total	Examination	Sessional	Total
1.1	Human Anatomy and Physiology	70	30	100	70	30	100
1.2	Pharmaceutics	70	30	100	70	30	100
1.3	Medicinal Biochemistry	70	30	100	70	30	100
1.4	Pharmaceutical Organic Chemistry	70	30	100	70	30	100
1.5	Pharmaceutical Inorganic Chemistry	70	30	100	70	30	100
Total				500	500		
1.6	Remedial Mathematics / Biology	70	30	100	70	30*	100

\* for Biology

## Second Year Examination

S. No	Name of Subject	Maximum marks for Theory			Maximum marks for Practical		
		Examination	Sessional	Total	Examination	Sessional	Total
2.1	Pathophysiology	70	30	100	-	-	-
2.2	Pharmaceutical Microbiology	70	30	100	70	30	100
2.3	Pharmacognosy & Phytopharmaceuticals	70	30	100	70	30	100
2.4	Pharmacology-I	70	30	100	-	-	-
2.5	Community Pharmacy	70	30	100	-	-	-
2.6	Pharmacotherapeutics-I	70	30	100	70	30	100
<b>Total</b>				<b>600</b>	<b>300</b>		

## Third Year Examination

S. No	Name of Subject	Maximum marks for Theory			Maximum marks for Practical		
		Examination	Sessional	Total	Examination	Sessional	Total
3.1	Pharmacology-II	70	30	100	70	30	100
3.2	Pharmaceutical Analysis	70	30	100	70	30	100
3.3	Pharmacotherapeutics-II	70	30	100	70	30	100
3.4	Pharmaceutical Jurisprudence	70	30	100	-	-	-
3.5	Medicinal Chemistry	70	30	100	70	30	100
3.6	Pharmaceutical Formulations	70	30	100	70	30	100
<b>Total</b>				<b>600</b>	<b>500</b>		

## Fourth Year Examination

S. No	Name of Subject	Maximum marks for Theory			Maximum marks for Practical		
		Examination	Sessional	Total	Examination	Sessional	Total
4.1	Pharmacotherapeutics-III	70	30	100	70	30	100
4.2	Hospital Pharmacy	70	30	100	70	30	100
4.3	Clinical Pharmacy	70	30	100	70	30	100
4.4	Biostatistics & Research Methodology	70	30	100	-	-	-
4.5	Biopharmaceutics & Pharmacokinetics	70	30	100	70	30	100
4.6	Clinical Toxicology	70	30	100	-	-	-
<b>Total</b>				<b>600</b>	<b>400</b>		

### Fifth Year Examination

S. No	Name of Subject	Maximum marks for Theory			Maximum marks for Practical		
		Examination	Sessional	Total	Examination	Sessional	Total
5.1	Clinical Research	70	30	100	-	-	-
5.2	Pharmacoepidemiology and Pharmacoeconomics	70	30	100	-	-	-
5.3	Clinical Pharmacokinetics & Pharmacotherapeutic Drug Monitoring	70	30	100	-	-	-
5.4	Clerkship *	-	-	-	70	30	100
5.5	Project work (Six Months)	-	-	-	100**	-	100
Total				300			200

\* Attending ward rounds on daily basis

\*\* 30 marks – viva-voce (oral) 70 marks – Thesis work

#### Minimum marks for passing examination:

A student shall not be declared to have passed examination unless he or she secures at least 50% marks in each of the subjects separately in the university theory examinations, practical examinations and 50% marks in each of the theory and internal assessment taken together and 50% in practical examinations including internal assessment marks.

## AR 03: PRACTICE SCHOOL

As per PCI Syllabus 2016-17 academic year onwards [Framed under Regulation 6, 7 & 8 of the Bachelor of Pharmacy (B. Pharm) course regulations 2014]

**“In the VII semester, every candidate shall undergo practice school for a period of 150 hours evenly distributed throughout the semester. The student shall select any one of the domains for practice school declared by the program committee from time to time.**

**At the end of the practice school, every student shall submit a printed report (in triplicate) on the practice school he/she attended (not more than 25 pages). Along with the exams of semester VII, the report submitted by the student, knowledge and skills acquired by the student through practice school shall be evaluated by the subject experts at college level and grade point shall be awarded.”**

### WHY PRACTICE SCHOOL

Practice school aims to introduce industry perspective in education and acquire learning by applying the knowledge and skill the students possess.

#### Attributes of practice school

During practice school students are trained to develop their

- Curiosity to learn
- Attitude and discipline
- Problem solving, critical thinking and innovation abilities
- Communication skills
- Team work, responsibility, professional and ethical behaviour
- Hands on training wherever applicable

**Practice school, elective subjects (semester VIII ) and project ( semester VIII ) should be integrated, so as to align for continuous learning process**

Experiments carried out in regular classes are not repeated in practice school.

### WHEN TO START

Orientation about practice school is given during VI semester. Practice school is conducted in VII semester.

### HOW IT IS CONDUCTED

Practice school is conducted under each department.

#### Departments

Pharmaceutics

Pharmaceutical chemistry

Pharmacology

Pharmacognosy

Pharmacy practice

#### Domains and Modules

Under each department, there shall be a selected domain and under each domain there shall be different modules. The domain and modules are decided within the department. This shall be submitted to the Head of the institution in the following format at the end of VI semester of each academic year by the head of the department. A preceptor should be there for each domain.

<b>DOMAIN:</b>  <b>PRECEPTOR:</b>				
Module No.1 <u>TITLE</u> (Total No. of Hours)	Module No.2 <u>TITLE</u> (Total No. of Hours)	Module No.3 <u>TITLE</u> (Total No. of Hours)	Module No.4 <u>TITLE</u> (Total No. of hours)	Module No.5 <u>TITLE</u> (Total No. of hours)
Topics Under Each Module <ul style="list-style-type: none"> <li>• -----</li> <li>• -----</li> <li>• -----</li> <li>• -----</li> </ul>				

### HOW THE STUDENTS ARE ALLOTTED

- The students shall select the domain of their choice.
- If the students are not almost equally grouped for each domain, then they may be asked to do so themselves.
- If consensus not arising, decision will be taken by following lot/CGPA system.

### PROJECT REPORT

**“At the end of the practice school, every student shall submit a printed report (in triplicate) on the practice school he/she attended (not more than 25 pages). Along with the exams of semester VII, the report submitted by the student, knowledge and skills acquired by the student through practice school shall be evaluated by the subject experts at college level and grade point shall be awarded.”**

### EVALUATION

Evaluation is carried out by the subject experts. Scheme for the assessment is as follows.

Course code	Name of the course	Internal assessment (continuous mode)	End semester exam	Duration of End semester exam	Total Mark
BP706 PS	Practice School	25	125	5hrs	150



Marks can be allotted in the following manner

Parameter	Criteria	Weightage
Project report	Novelty of work, outcome, relevance, presentation of report	50% of total marks
Viva Voce	Ability to answer questions, presentation skill	25% of total marks
Guide's perception	Attendance, Involvement, proactiveness, team work, problem solving abilities	25% of total marks

After the evaluation, a report has to be submitted by the preceptor to the Principal through the Practice School Co-ordinator in the following format: (Evaluation sheet, log book and the final report are to be submitted along with this)

Name of the student	
Registration no.	
Title of practice school	
Date of report submission	
Marks awarded	
Name and signature of Preceptor	
Name and signature of coordinator	
Name and signature of Principal	

#### **AR 04: ADD ON COURSES**

It is mandatory for all the B. pharm and Pharm D students to attend a minimum of two add on courses arranged by the College. The courses are arranged in areas like yoga, communication skill, personality development, computer applications etc.

#### **AR 05: CONDUCT OF CLASSES**

- Teachers handling first hour should go to the class room at 9.25 am. They have to be in the class room during the common prayer. Attendance has to be taken soon after the prayer. Latecomers can be permitted to attend the class. By analysing the reason for being late, teachers can decide whether the attendance to be given or not. But the absentee report of late comers should not be send to the parents. However, if the student is absent for the entire first hour the absentee report has to be sent, like absent



for first hour. The absentee list must be forwarded to the WhatsApp group NCP ATTENDANCE before

10.45 am. The office in charge should send the absentee details through SMS to the parents before 12 noon and file the documents. Class teachers have to record the absentee report in the class teacher's diary. Teachers handling afternoon session should cross check the attendance of the forenoon session and forward the list of additional absentees to the above Whats App group.

- Teachers are not supposed to retain students in the faculty room by conducting viva, distributing answer sheets, guiding for projects etc. during class hours.
- If a teacher is not convenient to engage their assigned classes due to leave / participating / organising any events inside or outside the college like seminars, guest lectures, meetings etc alternative arrangements should be made to engage the students. Those who direct the students to library/ computer lab should ensure the availability of the same and monitor whether the students are utilising the time effectively.
- Students should be made to remain in the lab till the end of the practical session, even if the experiment is over. Rest of the time can be utilised for student- teacher interaction, remedial measures etc and record the same in the attendance register. Evaluation of practical records has to be done in the next lab session itself with date of correction and signature. The same should be recorded in the index for each experiment.
- If a faculty is on leave for one or two days, make up classes should be conducted in the same week, either during regular working hours or beyond the working hours. Faculties availing more number of leaves must arrange the makeup classes within 15 days..
- Lesson plan should be uploaded in the ERP software including the topics for content beyond syllabus as an additional module
- Actual coverage of the topic should be entered for each subject in ERP
- Attendance should be entered in ERP regularly after each class, practical and Tutorials
- If students fail to attend the classes, make up classes should be arranged for them preferably during practical hours and details are to be recorded in the continuous assessment and evaluation sheet under remedial measures.
- There is a break of 15 minutes (10.25 am – 10.40 am) after first hour in morning session and a lunch break for 45 minutes (12.30 pm -1.15 pm). If there are theory classes in the afternoon session, the break is for 10 minutes from 2.10 pm – 2.20 pm. The break is allowed only in the stipulated time.

## AR 06 : CONTINUOUS ASSESSMENT OF STUDENTS

### A. Guidelines

Assessment of the students' academic performance must be done on monthly basis for the following reasons:

1. Assessing the students' theoretical knowledge in each unit,
2. Enhancing the students' overall chances of success,
3. Motivating students to work throughout the programme,
4. Reinforcing and expanding students' learning,
5. Encouraging diversity in learning styles amongst students,
6. Identifying the weak students in terms of learning and undertaking suitable remedial measures for them.

The following activities can be conducted to assess the students' performance on continuous basis.

1. Written tests for specified marks for a specified time (Follow PCI guidelines)
2. Assignments
3. Quiz (Objective types of questions)
4. Presentations
5. Group discussion

The **respective subject teacher** can conduct one or two assessment activities from the above list to assess the academic performance of the students **once in a month**.

The responsibility of subject teachers 1. Conducting the monthly assessment tests; 2. Identifying the weak students; 3. Undertaking suitable remedial measures for weak students; 4. Maintaining the records of all monthly assessments 5. Forwarding the monthly assessment marks to the exam cell through the class-teacher...etc rests with the respective subject teacher.

**The Class-Teacher**, however, announces the dates for conduct of monthly tests to both the teachers and students. Time-Table for monthly tests should be designed well in advance - at least 5 days before the conduct of assessment – and communicated to all the concerned people by the class-teacher.

All assessment tests should be of **one-hour duration** and must be conducted in the **first period of the day preferably in exam hall or in free class room with more seats**, irrespective of the subject allotted in the regular time-table. Regular classes will continue after the tests, from the second hour onwards. Frequency of the assessment tests is once a month. Students can bring / use their own stationary for monthly assessment tests either in the form of a book or bound sheets or loose sheets as per the convenience of the subject teacher.

Marks obtained in each continuous assessment activity should be uploaded in ERP within one week of conducting the same. For Pharm D there should be a minimum of two monthly tests, one assignment and

one viva in first term, minimum of two monthly tests, one assignment and seminar in second term and minimum of two monthly tests, one assignment and one group discussion in third term. However continuous assessment mark will not be counted for calculation of internal mark for theory in Pharm D as it is not prescribed by KUHS. Practical internal marks is calculated by adding Sessional practical exam marks (20) with 10 marks of continuous assessment ( 6 marks for record based on punctuality, promptness and viva performance and 4 marks for attendance)

A student who is absent from any continuous assessment tests, or misses an assessment deadline for submission of assignment(s) for what he/she considers to be legitimate verifiable reasons and wishes

those reasons to be taken into consideration, should inform the subject teacher of his/her intended absence prior to the assessment completion date and must apply in writing directly to the class teacher with supporting / substantiating documentation, where possible, within 10 working days following the date of the assessment or deadline. If a student has a **valid reason for being absent** from the continuous assessments, any one of the here mentioned options can be preferred based on **merit of the case**: (i) The student will be given an option to repeat the assessment that was missed (ii) The student will be given an alternative assessment opportunity with a penalty of 5% deduction of marks from the scored mark (iii) The deadline for submission of the assessment will be extended. If for any reason, the students' absence is found not genuine, "**Absence**" can be recorded.

The **average** monthly assessment marks can be considered as **Continuous assessment mark** of that particular student at the end of each semester or academic years, as applicable; and, should be forwarded to examination cell for further process. The **average marks should be computed** based on **total number of assessments conducted per semester / academic year**, and not based on the number of tests that the student appeared.

A **monthly meeting** of all the teachers of individual class should be conducted separately in the presence of Principal to assess the performances and to undertake appropriate remedial measures.

For assessing the academic performance of students on monthly basis, the following is the allotment of marks for the assessment.

Program	Internal Assessment Marks				
	Continuous Assessment (CA)		Sessional Examination (SE)		Total
	Marks	Duration	Marks	Duration	CA+SE
B.Pharm	Theory -10*	01 hr.	15	01 hr.	25
	practical -05*		10	03 hrs.	15
Pharm.D			30	1.5 hr.	30
	Record – 6 Attendance – 4		20	03 hrs.	30

\*Except Non-University Examination (NUE). All NUE subjects will be **assessed for 05 marks** in both theory & Practical.

### **Scheme for awarding Internal Assessment marks**

<b>Theory</b>	<b>PCI</b>
<b>Criteria</b>	<b>Maximum Marks</b>
Attendance	04
Academic activities (Average of monthly activities)	03
Student –Teacher Interaction	03
<b>Total</b>	<b>10</b>
<b>Practical</b>	<b>PCI</b>
Attendance	04
Based on Practical records, Regular viva voce etc.	06
<b>Total</b>	<b>10</b>

### **Guidance for the allotment of marks for attendance**

<b>% of attendance</b>	<b>Theory</b>
	<b>PCI</b>
95-100	04
90-94	03
85-89	02
80-84	01
Less Than 80	00

### **B. Monthly Assessment – Methodology**

1. All Monthly Assessment tests preferably be conducted either during 3rd or 4th week of the month.
2. Schedule (Time-table) for the examination should be prepared & uploaded in the ERP during the 2nd week of the month.
3. Students should be given an understanding that the Unit(s) / chapter(s) covered during that particular month (until the previous day of the examination) will be the syllabus for the assessment test.
4. Students should carry their own answer booklet. The same answer booklet shall be used for all future monthly assessment tests. The size of the answer booklet must be uniform among the students and for all subjects. The specification (dimension; size) of the answer booklet shall be as decided by the class teacher.

5. Prepare the questions as per bloom taxonomy. Question paper must be prepared & kept ready before the examination. It either can be printed & distributed to students or loudly announced in the examination hall to note it down clearly by the students in the same answer booklet meant for assessment purpose during the first 5 -10 minutes of the examination. The exact duration of the examination can be counted after the announcement of the question paper, if printing method is not adopted. In order to maintain uniformity in test papers, follow the pattern given below for preparing question papers

<b>Question pattern</b>	<b>B. Pharm</b>	<b>Pharm. D &amp; M Pharm</b>
ESSAY	1 question (5 Marks) = 05 marks	1question (5 Mark) = 05 marks
SHORT ANSWERS	2 questions (2.5 Mark each)= 05 marks	2 questions X 5 Mark each = 10 Marks 1 Question: Essay: 10 marks ( convert to 10 marks for entry)
Total marks	10	10

6. Duration of the assessment should be as per the scheme provided (usually one hour).
7. The answer booklet must be valued within 5 days after the examination and the marks scored by the students should be uploaded in the ERP . Students should be encouraged to see their answer booklet, if they have any clarification regarding it.
8. Answer booklets must be retained with the respective subject teacher - reusable for the future monthly assessment tests - until the end of the academic session; and later on, it must be handed over to the examination section.
9. Analysis of the assessment test result must be carried out after displaying the marks, and suitable remedial measures must be initiated, if required.
10. Fill the continuous assessment and evaluation sheet after each sessional examination and submit the same to batch coordinator through class teachers.
11. All documents must be preserved for future evaluation and inspection purposes.



### **C. Guidelines for assignment/seminar /group discussion**

One assignment per subject should be given to students in each term. The assignment should be of question pattern as per bloom taxonomy. Include questions which attain bloom taxonomical levels like apply and create. Try to give topics which need more reference and extra reading. Different topics can be given to individual students.

Every student should present one seminar preferably during the second term. The topic for the seminar to be given for a group of six students. Each student should present the seminar individually by dividing the topic among themselves. The duration of the seminar for each student should not be less than 10 minutes.

Group discussion can be conducted during the third term. The topic for group discussion can be given to a group of 10 students. Another set of 10 students can be assigned to evaluate the performance of individual students during the discussion. Simultaneously 3 groups can be involved in discussion and another three sets in evaluation of each group.

### **D. Sessional examination: As per the guidelines issued by Examination Committee**

Three sessional examinations will be conducted for Pharm.D students, by equally distributing the entire syllabus in the beginning of the academic year. For semester students of B.Pharm and M.pharm , two sessional examination will be conducted in each semester.

## **AR 07: GUIDELINES FOR LAB MANUAL PREPARATION**

A lab manual should be prepared for individual subjects in the following format.

**Header:** - Subject name, Subject code, year

**Footer:** Nirmala college of Pharmacy, Muvattupuzha

**Font:** Times New Roman

**Font size:** Main heading: 16

**Sub heading:** 14

**Matter:** 12

**Line Spacing:** 1.5

#### **Experiment contents**

1. Name of the experiment
2. Aim
3. Requirements

4. Principle
5. Procedure
6. Report
7. Reference
8. Questions related to the topic
  - One copy should be maintained in the lab as master record with the skill value for each experiment
  - Method of preparation of reagent for each experiment should be included

#### **AR 08: DOCUMENTS MAINTAINED BY SUBJECT IN CHARGE**

- .
- An individual course file should be maintained for each subject. The course file should contain the following documents
    - Course data sheet
    - A copy of Mission, Vision and Programme outcome
    - Assignment
    - Index page of record books
    - Lab manual
    - Notes
    - PPT
    - Test Paper books& Sessional Answer sheets (Best, Average and Poor)
    - Question paper for all sessional exams
    - Question paper matched with bloom level and CO and answer key
    - Copy of Syllabus
  - The teachers should fill the student evaluation and assessment form after each sessional examination in the prescribed format and also must initiate suitable remedial measures such as remedial class and peer learning to improve the backlogging students.
  - The excellent students should be supported and encouraged with additional reference materials.

## **AR 9: DUTIES AND RESPONSIBILITIES OF CLASS IN CHARGES AND BATCH COORDINATORS**

### **DUTIES AND RESPONSIBILITIES OF CLASS IN CHARGES**

#### **Appointed for a particular semester/ year**

1. Collect the leave letters of students after verifying the reason and keep it filed
2. If a student is absent for 3 consecutive days, inform the same to the Principal
3. Record the daily events in class teacher's diary
4. Display the sessional exam planner (schedule of monthly and sessional exams) of all subjects in the classroom in the beginning of academic year.
5. Collect the academic activity report from ERP for each subject and submit to Academic Regulatory Committee in the first week of each month.
6. Monitor the attendance and inform students if the attendance is getting low
7. Display the sessional exam eligibility sheet based on the attendance till the previous day of the examination.
8. Ensure that the peer learning and remedial measures are conducted for weak students after each sessional exams
9. Record the details of meeting with subject teachers as well as meeting with students in class teacher's diary
10. Verify the course file at the end of the corresponding sem/year and submit the report to ARC
11. Arrange the PTA after sessional exam and get the Parents feedback in the form practiced. Progress report of students can be downloaded from ERP
12. Enter the details of PTA meeting in the class teacher's diary.
13. Enter the details of communication with parents for special purposes in the class teacher's diary.
14. Fourth year class in charges to register the students for GPAT mock test
15. Make time table for revision, model exam and keep the necessary documents like time table etc.
16. Make a schedule for GD ( Participative learning; NAAC ) and ensure that one GD per sem/ year is conducted.
17. Inform the subject teachers to include at least one case study or problem solving experiment in the practical record
18. Schedule the possible hour and conduct harmony hour activities on alternate weeks (first and third weeks in a month) for sports and cultural activities.
19. The overall discipline of that particular class is entrusted to the class in charge

### **DUTIES AND RESPONSIBILITIES OF BATCH COORDINATORS**

#### **Appointed for each batch for total duration**

1. Analyze the result of each sessional exam and identify the backloging students
2. Identify the interest of students in both extracurricular and co-curricular activities, and ensure that they are provided with more opportunities to excel in their areas of interest.
3. Arrange a meeting with backloging students to identify their problems and find a solution for their improvement.
4. Collect and file the documents related to continuous assessment and evaluation, remedial measures and peer learning
5. Record the university toppers list
6. Enlist the proficiency holders with their percentage of mark
7. Identify the best outgoing student
8. Record and update the status of supplementary examination and result during and after the programme
9. Assign mentors and record the mentor- mentee interaction details. Keep a record of issues solved through mentoring ( mentorwise)
10. Arrange counselling for the students in need and record the details

11. Ensure that the students attended prescribed number of seminars and make arrangements for the same
12. Document the outreach and the extension activities of students
13. Ensure that students visited the industry/ hospital/ seminar as per the regulations of I V cell
14. Provide a class on learning tips and document it
15. Provide training for peer leaders and document it
16. Document the special programmes provided for advanced learners
17. Divide the students into groups corresponding to the number of subjects in the particular semester according to the roll numbers and allot each group of student any one subject.
18. Collect and document the group discussion ( participative learning) details from class teachers
19. Coordinate the journal club activities of the concerned class and maintain a journal \_club register
20. Coordinate practice school, Research project and the electives along with class in charges
21. Schedule and conduct harmony hour activities on alternate weeks (first and third weeks in a month) for sports and cultural activities, and record the names of students who performed any activity. Ensure that all students got a chance to perform (group/ individual) at least once in a sem. for B.Pharm and twice in an year for Pharm D.
22. Inform the students to submit the details of their academic and nonacademic activities and achievements to the in charges concerned for entry in the registers
23. Update the status of placement details and submit a copy to Placement head
24. Maintain character and conduct register and pass over the same to the next year class in charge

## **AR 10: RESULT ANALYSIS**

### **a. University examination result**

If there is less than 80% pass for a particular subject in the University examination, the subject teacher has to take feedback from students and document it. A meeting has to be arranged by the HOD with the concerned teacher to analyse the result and feedback. Finally, a meeting has to be conducted with the Principal.

Based on the percentage marks scored, students are to be categorized into 5 groups, such as bright students with more than 80% score, students with score between 70 to 80%, between 60 to 70%, between 50 to 60 % and students who failed. The name list of students falling in each category will be forwarded to the batch coordinators so that they can instruct the subject teachers in consecutive semester/ year to give special attention to each category of students to improve the performance and to be promoted to the higher category. Bright students are to be supported to score more with additional materials and other inputs.

Failure of students in University exams will be informed to parents through class teachers.

#### **AR 11: POLICY ON FEEDBACK ANALYSIS**

- Critical question wise analysis of feedback is conducted
- Faculty members who get an average feedback below 60% are identified
- Those faculty members are given special orientation lectures and special inputs by the head of the department and Principal
- Faculty members who get an average feedback of 90% or above on 1-4 scale are appreciated at the staff meeting.
- Separate feedback will be collected from newly joined faculty within 2- 3 months of joining

#### **AR 12: POLICY ON SPECIAL CIRCUMSTANCES LIKE PANDEMIC, SEVERE CLIMATIC CONDITIONS AND STRIKE**

- The college will be functioning as per the orders issued by the Government, regarding the same.
- The college never supports any kind of strike called for by political or any related parties.
- If the Government declares holidays for any unforeseen reasons, it will be applicable to college.

#### **AR 13: ARC AUDIT**

Documents related to academic matters are subject to audit by the Academic Regulatory Committee and the report of the same will be forwarded to the Principal and finally to the IQAC Centre.

## **AMENDMENT OF ARC POLICY OCTOBER 2022**

<b>Sl No</b>	<b>Points amended</b>	<b>Page no:</b>
<b>1</b>	<b>AR 05</b>	<b>41-47</b>
<b>2</b>	<b>AR 08</b>	<b>48</b>
<b>3</b>	<b>AR 09</b>	<b>49</b>
<b>4</b>	<b>AR 10</b>	<b>49</b>



## AR 05: CONDUCT OF CLASSES

- Teachers handling first hour should go to the class room at 9.25 am. They have to be in the class room during the common prayer. Attendance has to be taken soon after the prayer. Latecomers can be permitted to attend the class. By analysing the reason for being late, teachers can decide whether the attendance to be given or not. But the absentee report of late comers should not be sent to the parents. However, if the student is absent for the entire first hour the absentee report has to be sent, like absent for first hour. The absentee list must be forwarded to the WhatsApp group NCP ATTENDANCE before 10.45 am. The office in charge should send the absentee details through SMS to the parents before 12 noon and file the documents. Class teachers have to record the absentee report in the class teacher's diary. Teachers handling afternoon session should cross check the attendance of the forenoon session and forward the list of additional absentees to the above Whats App group.
- Teachers are not supposed to retain students in the faculty room by conducting viva, distributing answer sheets, guiding for projects etc. during class hours.
- If a teacher is not convenient to engage their assigned classes due to leave / participating / organising any events inside or outside the college like seminars, guest lectures, meetings etc alternative arrangements should be made to engage the students. Those who direct the students to library/ computer lab should ensure the availability of the same and monitor whether the students are utilising the time effectively.
- Students should be made to remain in the lab till the end of the practical session, even if the experiment is over. Rest of the time can be utilised for student- teacher interaction, remedial measures etc and record the same in the attendance register. Evaluation of practical records has to be done in the next lab session itself with date of correction and signature. The same should be recorded in the index for each experiment.
- If a faculty is on leave for one or two days, make up classes should be conducted in the same week, either during regular working hours or beyond the working hours. Faculties availing more number of leaves must arrange the makeup classes within 15 days..
- Lesson plan should be uploaded in the ERP software including the topics for content beyond syllabus as an additional module
- Actual coverage of the topic should be entered for each subject in ERP
- Attendance should be entered in ERP regularly after each class, practical and Tutorials
- If students fail to attend the classes, make up classes should be arranged for them preferably during practical hours and details are to be recorded in the continuous assessment and evaluation sheet under remedial measures.
- There is a break of 15 minutes (10.25 am – 10.40 am) after first hour in morning session and a lunch break for 45 minutes (12.30 pm -1.15 pm). If there are theory classes in the afternoon session, the break is for 10 minutes from 2.10 pm – 2.20 pm. The break is allowed only in the stipulated time

## E. Guidelines

Assessment of the students' academic performance must be done on monthly basis for the following reasons:

1. Assessing the students' theoretical knowledge in each unit,
2. Enhancing the students' overall chances of success,
3. Motivating students to work throughout the programme,
4. Reinforcing and expanding students' learning,
5. Encouraging diversity in learning styles amongst students,
6. Identifying the weak students in terms of learning and undertaking suitable remedial measures for them.

The following activities can be conducted to assess the students' performance on continuous basis.

6. Written tests for specified marks for a specified time (Follow PCI guidelines)
7. Assignments
8. Quiz (Objective types of questions)
9. Presentations
10. Group discussion

The **respective subject teacher** can conduct one or two assessment activities from the above list to assess the academic performance of the students **once in a month**.

The responsibility of subject teachers 1. Conducting the monthly assessment tests; 2. Identifying the weak students; 3. Undertaking suitable remedial measures for weak students; 4. Maintaining the records of all monthly assessments 5. Forwarding the monthly assessment marks to the exam cell through the class-teacher...etc rests with the respective subject teacher.

**The Class-Teacher**, however, announces the dates for conduct of monthly tests to both the teachers and students. Time-Table for monthly tests should be designed well in advance - at least 5 days before the conduct of assessment – and communicated to all the concerned people by the class-teacher.

All assessment tests should be of **one-hour duration** and must be conducted in the **first period of the day preferably in exam hall or in free class room with more seats**, irrespective of the subject allotted in the regular time-table. Regular classes will continue after the tests, from the second hour onwards. Frequency of the assessment tests is once a month. Students can bring / use their own stationary for monthly assessment tests either in the form of a book or bound sheets or loose sheets as per the convenience of the subject teacher.

Marks obtained in each continuous assessment activity should be uploaded in ERP within one week of

conducting the same. For Pharm D there should be a minimum of two monthly tests, one assignment and one viva in first term, minimum of two monthly tests, one assignment and seminar in second term and minimum of two monthly tests, one assignment and one group discussion in third term. However continuous assessment mark will not be counted for calculation of internal mark for theory in Pharm D as it is not prescribed by KUHS. Practical internal marks is calculated by adding Sessional practical exam marks (20) with 10 marks of continuous assessment (6 marks for record based on punctuality, promptness and viva performance and 4 marks for attendance)

A student who is absent from any continuous assessment tests, or misses an assessment deadline for submission of assignment(s) for what he/she considers to be legitimate verifiable reasons and wishes

those reasons to be taken into consideration, should inform the subject teacher of his/her intended absence prior to the assessment completion date and must apply in writing directly to the class teacher with supporting / substantiating documentation, where possible, within 10 working days following the date of the assessment or deadline. If a student has a **valid reason for being absent** from the continuous assessments, any one of the here mentioned options can be preferred based on **merit of the case**: (i) The student will be given an option to repeat the assessment that was missed (ii) The student will be given an alternative assessment opportunity with a penalty of 5% deduction of marks from the scored mark (iii) The deadline for submission of the assessment will be extended. If for any reason, the students' absence is found not genuine, "**Absence**" can be recorded.

The **average** monthly assessment marks can be considered as **Continuous assessment mark** of that particular student at the end of each semester or academic years, as applicable; and, should be forwarded to examination cell for further process. The **average marks should be computed** based on **total number of assessments conducted per semester / academic year**, and not based on the number of tests that the student appeared.

A **monthly meeting** of all the teachers of individual class should be conducted separately in the presence of Principal to assess the performances and to undertake appropriate remedial measures.

For assessing the academic performance of students on monthly basis, the following is the allotment of marks for the assessment.

Program	Internal Assessment Marks				
	Continuous Assessment (CA)		Sessional Examination(SE)		Total
	Marks	Duration	Marks	Duration	CA+SE
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	practical -05*		10	03 hrs.	15
Pharm.D			30	1.5 hr.	30
	Record – 6 Attendance – 4		20	03 hrs.	30

\*Except Non-University Examination (NUE). All NUE subjects will be assessed for 05 marks in both theory & Practical.

**Scheme for awarding Internal Assessment marks**

<b>Theory</b>	<b>PCI</b>
<b>Criteria</b>	<b>Maximum Marks</b>
Attendance	04
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Student –Teacher Interaction	03
<b>Total</b>	<b>10</b>
<b>Practical</b>	<b>PCI</b>
Attendance	04
Based on Practical records, Regular viva voce etc.	06
<b>Total</b>	<b>10</b>

**Guidance for the allotment of marks for attendance**

<b>% of attendance</b>	<b>Theory</b>
	<b>PCI</b>
95-100	04
90-94	03
85-89	02
80-84	01
Less Than 80	00

**F. Monthly Assessment – Methodology**

1. All Monthly Assessment tests preferably be conducted either during 3rd or 4th week of the month.
2. Schedule (Time-table) for the examination should be prepared & uploaded in the ERP during the 2nd week of the month.
3. Students should be given an understanding that the Unit(s) / chapter(s) covered during that particular month (until the previous day of the examination) will be the syllabus for the assessment test.
4. Students should carry their own answer booklet. The same answer booklet shall be used for all future monthly assessment tests. The size of the answer booklet must be uniform among the

students and for all subjects. The specification (dimension; size) of the answer booklet shall be as decided by the class teacher.

5. Prepare the questions as per bloom taxonomy. Question paper must be prepared & kept ready before the examination. It either can be printed & distributed to students or loudly announced in the examination hall to note it down clearly by the students in the same answer booklet meant for assessment purpose during the first 5 -10 minutes of the examination. The exact duration of the examination can be counted after the announcement of the question paper, if printing method is not adopted. In order to maintain uniformity in test papers, follow the pattern given below for preparing question papers

<b>Question pattern</b>	<b>B. Pharm</b>	<b>Pharm. D &amp; M Pharm</b>
ESSAY	1 question (5 Marks) = 05 marks	1question (5 Mark) = 05 marks
SHORT ANSWERS	2 questions (2.5 Mark each)= 05 marks	2 questions X 5 Mark each = 10 Marks 1 Question: Essay: 10 marks ( convert to 10 marks for entry)
Total marks	10	10

6. Duration of the assessment should be as per the scheme provided (usually one hour).
7. The answer booklet must be valued within 5 days after the examination and the marks scored by the students should be uploaded in the ERP . Students should be encouraged to see their answer booklet, if they have any clarification regarding it.
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10. Fill the continuous assessment and evaluation sheet after each sessional examination and submit the same to batch coordinator through class teachers.
11. All documents must be preserved for future evaluation and inspection purposes.

### **G. Guidelines for assignment/seminar /group discussion**

One assignment per subject should be given to students in each term. The assignment should be of question pattern as per bloom taxonomy. Include questions which attain bloom taxonomical levels like apply and create. Try to give topics which need more reference and extra reading. Different topics can be given to individual students.

Every student should present one seminar preferably during the second term. The topic for the seminar to be given for a group of six students. Each student should present the seminar individually by dividing the topic among themselves. The duration of the seminar for each student should not be less than 10 minutes.

Group discussion can be conducted during the third term. The topic for group discussion can be given to a group of 10 students. Another set of 10 students can be assigned to evaluate the performance of individual students during the discussion. Simultaneously 3 groups can be involved in discussion and another three sets in evaluation of each group.

### **H. Sessional examination: As per the guidelines issued by Examination Committee**

Three sessional examinations will be conducted for Pharm.D students, by equally distributing the entire syllabus in the beginning of the academic year. For semester students of B.Pharm and M.pharm , two sessional examination will be conducted in each semester.

### **AR 08: DOCUMENTS MAINTAINED BY SUBJECT IN CHARGE**

- An individual course file should be maintained for each subject. The course file should contain the following documents
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    - A copy of Mission, Vision and Programme outcome
    - Assignment
    - Index page of record books
    - Lab manual
    - Notes
    - PPT
    - Test Paper books& Sessional Answer sheets (Best, Average and Poor)
    - Question paper for all sessional exams
    - Question paper matched with bloom level and CO and answer key
    - Copy of Syllabus
  - The teachers should fill the student evaluation and assessment form after each sessional examination in
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the prescribed format and also must initiate suitable remedial measures such as remedial class and peer learning to improve the backlogging students.

- The excellent students should be supported and encouraged with additional reference materials.

## **AR 10: RESULT ANALYSIS**

### **b. University examination result**

If there is less than 80% pass for a particular subject in the University examination, the subject teacher has to take feedback from students and document it. A meeting has to be arranged by the HOD with the concerned teacher to analyse the result and feedback. Finally, a meeting has to be conducted with the Principal.

Based on the percentage marks scored, students are to be categorized into 5 groups, such as bright students with more than 80% score, students with score between 70 to 80%, between 60 to 70%, between 50 to 60 % and students who failed. The name list of students falling in each category will be forwarded to the batch coordinators so that they can instruct the subject teachers in consecutive semester/ year to give special attention to each category of students to improve the performance and to be promoted to the higher category. Bright students are to be supported to score more with additional materials and other inputs.

Failure of students in University exams will be informed to parents through class teachers.



## **AR 9: DUTIES AND RESPONSIBILITIES OF CLASS IN CHARGES AND BATCH COORDINATORS**

### **DUTIES AND RESPONSIBILITIES OF CLASS IN CHARGES**

#### **Appointed for a particular semester/ year**

20. Collect the leave letters of students after verifying the reason and keep it filed
21. If a student is absent for 3 consecutive days, inform the same to the Principal
22. Record the daily events in class teacher's diary
23. Display the sessional exam planner (schedule of monthly and sessional exams) of all subjects in the classroom in the beginning of academic year.
24. Collect the academic activity report from ERP for each subject and submit to Academic Regulatory Committee in the first week of each month.
25. Monitor the attendance and inform students if the attendance is getting low
26. Display the sessional exam eligibility sheet based on the attendance till the previous day of the examination.
27. Ensure that the peer learning and remedial measures are conducted for weak students after each sessional exams
28. Record the details of meeting with subject teachers as well as meeting with students in class teacher's diary
29. Verify the course file at the end of the corresponding sem/year and submit the report to ARC
30. Arrange the PTA after sessional exam and get the Parents feedback in the form practiced. Progress report of students can be downloaded from ERP
31. Enter the details of PTA meeting in the class teacher's diary.
32. Enter the details of communication with parents for special purposes in the class teacher's diary.
33. Fourth year class in charges to register the students for GPAT mock test
34. Make time table for revision, model exam and keep the necessary documents like time table etc.
35. Make a schedule for GD (Participative learning; NAAC) and ensure that one GD per sem/ year is conducted.
36. Inform the subject teachers to include at least one case study or problem solving experiment in the practical record
37. Schedule the possible hour and conduct harmony hour activities on alternate weeks (first and third weeks in a month) for sports and cultural activities.
38. The overall discipline of that particular class is entrusted to the class in charge

### **DUTIES AND RESPONSIBILITIES OF BATCH COORDINATORS**

#### **Appointed for each batch for total duration**

25. Analyze the result of each sessional exam and identify the backloging students
26. Identify the interest of students in both extracurricular and co-curricular activities, and ensure that they are provided with more opportunities to excel in their areas of interest.
27. Arrange a meeting with backloging students to identify their problems and find a solution for their improvement.
28. Collect and file the documents related to continuous assessment and evaluation, remedial measures and peer learning
29. Record the university toppers list
30. Enlist the proficiency holders with their percentage of mark
31. Identify the best outgoing student
32. Record and update the status of supplementary examination and result during and after the programme
33. Assign mentors and record the mentor- mentee interaction details. Keep a record of issues solved through mentoring (mentor wise)
34. Arrange counselling for the students in need and record the details

35. Ensure that the students attended prescribed number of seminars and make arrangements for the same
36. Document the outreach and the extension activities of students
37. Ensure that students visited the industry/ hospital/ seminar as per the regulations of I V cell
38. Provide a class on learning tips and document it
39. Provide training for peer leaders and document it
40. Document the special programmes provided for advanced learners
41. Divide the students into groups corresponding to the number of subjects in the particular semester according to the roll numbers and allot each group of student any one subject.
42. Collect and document the group discussion (participative learning) details from class teachers
43. Coordinate the journal club activities of the concerned class and maintain a journal club register
44. Coordinate practice school, Research project and the electives along with class in charges
45. Schedule and conduct harmony hour activities on alternate weeks (first and third weeks in a month) for sports and cultural activities, and record the names of students who performed any activity. Ensure that all students got a chance to perform (group/ individual) at least once in a sem. for B.Pharm and twice in an year for Pharm D.
46. Inform the students to submit the details of their academic and nonacademic activities and achievements to the in charges concerned for entry in the registers
47. Update the status of placement details and submit a copy to Placement head
48. Maintain character and conduct register and pass over the same to the next year class in charge

## **AR 10: RESULT ANALYSIS**

### **c. University examination result**

If there is less than 80% pass for a particular subject in the University examination, the subject teacher has to take feedback from students and document it. A meeting has to be arranged by the HOD with the concerned teacher to analyse the result and feedback. Finally, a meeting has to be conducted with the Principal.

Based on the percentage marks scored, students are to be categorized into 5 groups, such as bright students with more than 80% score, students with score between 70 to 80%, between 60 to 70%, between 50 to 60 % and students who failed. The name list of students falling in each category will be forwarded to the batch coordinators so that they can instruct the subject teachers in consecutive semester/ year to give special attention to each category of students to improve the performance and to be promoted to the higher category. Bright students are to be supported to score more with additional materials and other inputs.

Failure of students in University exams will be informed to parents through class teachers.



## Examination Guidelines

All the communication with the faculties will be made by email/ WhatsApp ([exams@nirmalacp.org](mailto:exams@nirmalacp.org)) only so keep a check with your email always.

### Sessional Theory Exam:

For Smooth Conduct (all details to be mailed to [exams@nirmalacp.org](mailto:exams@nirmalacp.org))

1. Exam Date will be the same as per the college Handbook & Calendar published each year by the college. Any change to be intimated by the Principal or by ARC at least 20 days to 1 month before the commencement of exam.
2. Attendance percentage to be verified by Class in-charge if any shortage of attendance and if the exam committee has to take any action, it is to be informed at least 2 days prior to start of exam, with due signature of head of the institution.
3. Collection of question paper before **1 week** of start of exam.
  - A common QP head will be provided for each course to keep the QP uniform.
  - Collection of QP to be done by class in charge.
  - The QP should have the Bloom Taxonomy & Answer Key.
  - All QP to be sent to exam email well in advance by the class in-charge.
4. Printing of question paper.
  - Based on number of candidates the QP will be printed in examination control room and stored in safe custody of CE/ Chief Superintendent.
5. List of invigilators will be published **1 week** prior to exam.
  - If any alteration required, to be done by making suitable arrangement. (No telephonic or verbal communication will be accepted).
  - All alteration made to be intimated to chief superintendent at least one day prior to exam.
6. Exam seating published a day prior to exam.
  - With help of non-teaching staff arrangement of rooms will be done.
7. Chief superintendent
  - Prepare the time table in accordance of availability of examination hall and communicate the same with class in-charge.
  - Prepare the invigilation duty and circulate the same to all faculties after getting signature from the Principal.
  - Ensure the smooth conduct of examination and all timings are followed.
  - Address the disputes during the examination and report the concern and unresolved disputes to the head exam committee.
8. Exam assistants
  - Ensure the proper seating facility in the examination hall 24 hrs prior to examination in discussion with chief superintendent.
  - Opening of examination hall 30min prior to the commencement of examination.
  - Opening up of all windows and doors of examination hall.
  - Switching on all the fans/ lights.
  - Collect sufficient number of answer papers/ toins from control room and make available in examination hall.

- Arrange drinking water facility in the examination hall.
- Help the invigilator to distribute the main/ additional sheets and toins to the students initially during the start of examination.
- Exam assistants must be present in examination hall 5minutes before the end of examination and collect the blank sheets and return the same to control room.
- The examination hall should be closed after each examination.

#### 9. Invigilator's duties

- Invigilators must report to control room 20 min before the commencement of examination.
- Collect and check the question papers/ attendance sheet before leaving the control room.
- Ensure the students have entered in examination hall 15 min prior to start of examination.
- Distribute the main sheet and addition sheet 15 minutes before the commencement of examination to the students with the help of exam assistants.
- It is the responsibility of invigilator to distribute the question paper 10 min prior to start of examination.
- Two attendance sheets should be signed by the students, provided along with the QP and make sure one is returned back to exam control room.
- The invigilators must start the examination on time and distribute the additional sheets.
- On completion of each 30 min, the invigilators must ring the bell to intimate the students.
- The students to be intimated 5min before the end of examination, to tie the papers and return the blank additional sheets, if any along with the signed attendance sheet.
- The invigilators should collect all the answer scripts from students on time.
- Double check the number of answer scripts before sending the students out.

#### 10. Receiving the answer sheets by concerned staff.

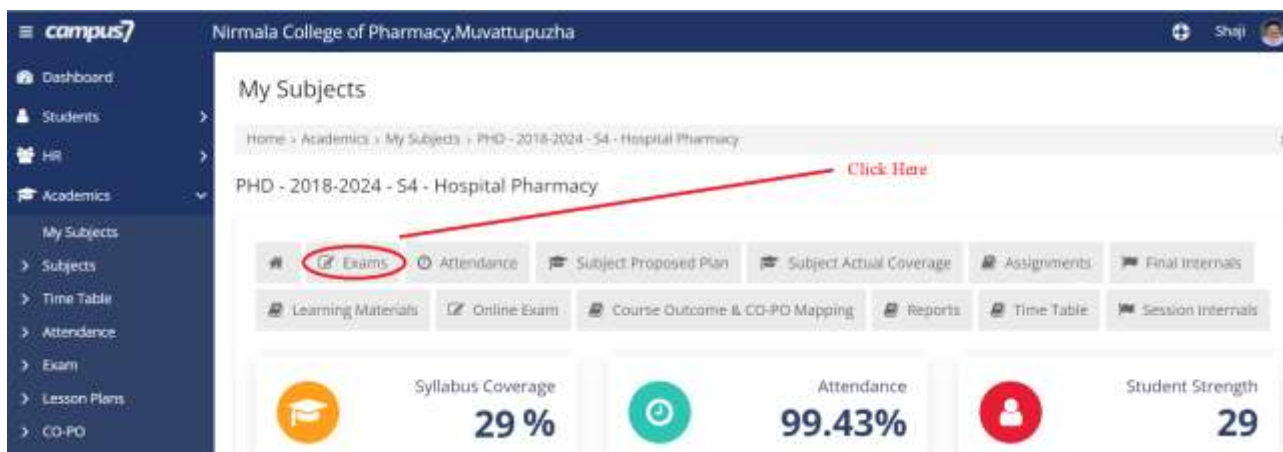
- The answer sheet can be obtained by the subject teacher from the exam control room.
- The answer sheet will be issued immediately after the completion of exam.
- A copy of attendance sheet will be provided along with the answer script, which is to be returned in the pack while submitting the pack to examination store room.

#### 11. Submission of Answer sheet

- The final date of submission of Answer sheet will be 15 days from the last date of exam.
- On submission of answer sheet make sure you sign the register, mentioning the date of return.

#### 12. Submission of marks.

- All the marks to be entered into the ERP.
- How to enter Marks into ERP
  1. First open academics
  2. Then click on "My Subjects"
  3. Then choose and click your subject for which you want to submit the mark.
  4. Click the exam tab next to home button.



5. Then click the Exam Group Name i.e. Sessional 1/ End semester exam/ Class test etc.

6. Followed by Max Score for that exam type.
7. Fix the pass score, the date of exam, time of exam.
8. In status put it as Draft unless and until you want it to be seen by students.
9. Once the entry is complete, you may publish it such that it is seen by the students.
10. In remarks section you can put as 1 Hr/ 1.5 Hr exam.
11. Then click the create tab.
12. It generates the students list on right side, from there select the list of students who all have enrolled for exam (Note: also select the students who were absent).
13. Then click the add tab, it will generate the section for entering the marks, followed by which you may enter the marks of each student.
14. You may fill the marks at a stretch or else if you wish to continue after entering few students marks then click the update tab at the bottom it will save your partial entry of marks.
15. The next time when you wish to enter the marks, follow steps 1 to 4 and on opening the exam tab in the bottom of the page you will see already created exams as shown below.



16. Click the Hamburger icon in it, which will showcase already entered marks, then the editing may be started by just clicking the mark entry space against the student's name which you wish to enter.
17. Followed by update the same at the bottom of the page, this process may be repeated as many times as you wish to do.
18. Once the mark entry is over, you may put tick mark in the send SMS area just above the update icon, so that the students may receive the marks as SMS (Only if the college activate the function).
19. Followed by Clicking the update, will ensure that the marks are saved and transferred as SMS.
20. Later go back to step number 15 and select the edit icon in the saved exam area at bottom of the page.



21. Once the edit option is opened, change the Draft dropdown under Status to publish and save the same.
22. In similar way you may enter the marks for **Continuous Assessment:** Class test, Group Discussion, Seminar, Viva etc.
23. Do save a soft Copy along with you to avoid any unforeseen reasons.

### Sessional Practical Exam:

1. The required number of answer sheets to be obtained from the examination department.
2. The exam may be conducted as per the practical regular classes/ as per the timetable provided.
3. The marks obtained by the students should be entered into ERP.
4. The submitted packet must contain Attendance sheet, QP, Skill Value (If Applicable).



## Sessional Mark Division

### Pharm D

S.No	Specification	Marks	Continuous Assessment	Total
1.	Theory (3 Sessional)	30	-	<b>30</b>
2.	Practical (1 Sessional)	20	10 (regularity, promptness, viva-voce and record maintenance)	<b>30</b>
<b>Note:</b> <ul style="list-style-type: none"> <li>Non-University Exam subjects to follow the same pattern and conduct an end year theory and practical exam of 70 Marks each and send the same to university.</li> </ul>				

### B. Pharm

S.No	Specification	Sessional Marks	Continuous Assessment		Total
Subjects which undergo university exam				Marks	
1.	Theory (2 Sessional)	15	Attendance	4	25
			Academic activities (Average of any 3 activities e.g. quiz, assignment, open Book test, field work, group discussion and seminar)	3	
			Student–Teacher interaction	3	
2.	Practical (2 Sessional)	10	Attendance	2	15
			Academic activities (Average of any 3 activities e.g. quiz, assignment, open Book test, field work, group discussion and seminar)	1.5	
			Student–Teacher interaction	1.5	
Subjects which does not undergo university exam					
1	Theory (2 Sessional)	15	Attendance	4	25
			Academic activities (Average of any 3 activities e.g. quiz, assignment, open Book test, field work, group discussion and seminar)	3	
			Student–Teacher interaction	3	
2	Practical (2 Sessional)	05	Attendance	2	10
			Academic activities (Average of any 3 activities e.g. quiz, assignment, open Book test, field work, group discussion and seminar)	1.5	
			Student–Teacher interaction	1.5	
<b>Note:</b> <ul style="list-style-type: none"><li>Subjects which do not have university exam, an end semester theory exam for 75 Marks and Practical exam for 15 marks is to be conducted and send the same to university.</li></ul>					

**M. Pharm****I, II, III Semester**

S.No	Specification	Sessional Marks	Continuous Assessment		Total
<b>Subjects which undergo university exam</b>				Marks	
1.	Theory (2 Sessional)	15	Attendance	8	25
			Student-Teacher interaction	2	
2.	Practical	30	Attendance	10	50
			Practical Record/ Viva	10	

**Other Marks**

I & II Semester				
S.No	Specification	Marks	Marks	Total
1.	Seminar	10	25 x 4 Subjects	100
	Assignments	15		
III Semester				
1.	Journal Club	25		25
	Project Proposal Presentation	25		25
IV Semester				
1	Journal Club	25		25
2.	Pre-Submission Presentation	25		25

### Mark Division for Continuous Mode

#### B. Pharm Theory

S. No	Continuous Mode	Specification	Marks	Converted Marks	Total/ Max Marks
1	Attendance	95 – 100 %	4	4	4
		90 – 94 %	3	3	
		85 – 89 %	2	2	
		80 – 84 %	1	1	
		< 80%	0	0	
2	Academic activities	Class test x4	10 x 4 = 40 Marks	1	3
		Assignment x 2	10 x 2 = 20 Marks	1	
		Quiz, Field Work, GD/ Seminar x 2	10 x 2 = 20 Marks	1	
3	Student–Teacher interaction		3	3	3
<b>Grand Total</b>					<b>10</b>

#### B. Pharm Practical

S. No	Continuous Mode	Specification	Marks	Converted Marks	Total/ Max Marks
1	Attendance	95 – 100 %	2	2	2
		90 – 94 %	1.5	1.5	
		85 – 89 %	1	1	
		80 – 84 %	0.5	0.5	
		< 80%	0	0	
2	Academic activities	Record Mark	10	1.5	1.5
3	Student–Teacher interaction			1.5	1.5
<b>Grand Total</b>					<b>05</b>

### Pharm D Theory

There shall be no continuous mode for Theory exam

But there shall be periodical evaluation of the students by conducting class test, Assignments, GD and seminars.

### Pharm D Practical

S. No	Continuous Mode	Specification	Marks	Converted Marks	Total/ Max Marks
1	Attendance	95 – 100 %	4	4	4
		90 – 94 %	3	3	
		85 – 89 %	2	2	
		80 – 84 %	1	1	
		< 80%	0	0	
2	Academic activities	Record Mark	10	3	3
3	Student–Teacher interaction	Viva/ Promptness	3	3	3
Grand Total					10

**M. Pharm Theory**

<b>S. No</b>	<b>Continuous Mode</b>	<b>Specification</b>	<b>Marks</b>	<b>Converted Marks</b>	<b>Total/ Max Marks</b>
1	Attendance	95 – 100 %	8	8	8
		90 – 94 %	6	6	
		85 – 89 %	4	4	
		80 – 84 %	2	2	
		< 80%	0	0	
2	Student–Teacher interaction		2	2	2
<b>Grand Total</b>					<b>10</b>

**M. Pharm Practical**

<b>S. No</b>	<b>Continuous Mode</b>	<b>Specification</b>	<b>Marks</b>	<b>Converted Marks</b>	<b>Total/ Max Marks</b>
1	Attendance	95 – 100 %	10	10	10
		90 – 94 %	7.5	7.5	
		85 – 89 %	5	5	
		80 – 84 %	2.5	2.5	
		< 80%	0	0	
2	Student–Teacher interaction		10	10	10
<b>Grand Total</b>					<b>20</b>

## **University Exam**

Principal is requested to forward all document pertaining to exams to the email [exams@nirmalacp.org](mailto:exams@nirmalacp.org)

### **Theory**

Smooth Conduct (all details to be mailed to [exams@nirmalacp.org](mailto:exams@nirmalacp.org))

1. All the details of exams received will be published within 24 hrs of receiving the details from the principal.
2. Examination notices received from University for faculties will be forwarded with immediate effect to individual faculties (including Observer duty).
3. Circulars regarding Exam Fee Collection, the last date of fee Collection will be notified as soon as we receive a communication from university
  - Will be notified to office staff and students.
  - The office staff will be advised to prepare the fees collection and register the students for the exam.
4. Examination Time table will be displayed in students notice board and examination notice board.
5. Invigilation duty chart will be displayed on staff notice board.
  - If any change required inform the examination committee beforehand.
6. Seating plans for the students will be displayed on examination notice board 2 days prior to exam.
7. Examination Cell staff addresses grievances of administration, faculty, staff and students on all examination related issues.
  - All RTI will be addressed within 24 hrs of complaint with the help of Chairperson, Director and Co-ordinator of the IQAC.
8. Office will be instructed to download the admit card and get the principals signature and distribute the same as soon as possible.
9. Office will be instructed to distribute the admit card to the students well in advance to the students.
10. Office to procure the stationaries requested by examination committee (Cloth cover, Brown paper, sealing tape, marker pen, candle, A4 paper, sealing wax, DVD etc.) well in advance.
11. Refreshment for staff: Refreshment for staff and Observer (if any) items to be decided and procured.
12. Water facility for students should be checked and provided inside the room.
13. Pass on the arrived university id cards to examination section.
14. University exam answer sheet will be issued from the committee as per the allocated students.

**Theory:**

1. Sharp timings to be maintained.
2. On or before 8:30 A.M Chief Superintendent will report at college.
3. By 8:30 A.M Invigilators to report at exam hall and collect the answer sheet from the chief superintendent.
4. 8:45 A.M students to be allowed into the hall.
5. No students to be allowed after 9:00 A.M/ obtain permission from Chief Superintendent
6. 9:00 A.M Distribution of Answer booklet and downloading of QP and printing.
7. 9:20 A.M distribution of QP.
8. 9:30 A.M start of exam.
  - Invigilators should sign the hall ticket and in the answer sheet after verification of filling of columns provided.
  - Also obtain signature on attendance sheet provided.
9. Declaration of no correction/ correction will be done by Chief Superintendent followed by obtaining signatures from students.
10. 10:30 A.M 1st bell.
11. 11:30 A.M 2nd bell.
  - Send university stock filled print to principal to get it signed.
12. 12:20 P.M warning bell.
13. 12:30 P.M exam ends.
14. Followed by collection of answer sheets. Check the availability of all answer sheets then allow the students to leave the hall.
15. Remove the detachable student's detail slips and submit it along with answer sheet to the chief superintendent.
16. After verification by chief superintendent the invigilators can leave the hall.
17. The packing will be done with help of nonteaching staff appointed in hall.
18. After packing the packet will be sent to university by post.
19. The slip received from post office will be filed in office.

### **University Practical:**

1. Appointment of chairman for the exam in year wise manner. (Faculty teaching in that year)
2. Sending the details of it to the University for Getting appointed.
3. At least one day prior to **exam**, the **Chairman** should obtain the required number of answer sheets from the examination department.
4. On the day of exam (To be done in control of chairman):
  - Arrange picking up the external from the pre fixed location in Muvattupuzha.
  - The chairman of examination/ Internal may guide the examiner to principal's room/ concerned lab.
  - 12:30/ 01:00 P.M or as per the externals wish – lunch to be provided.
  - After mark compilation the chief should assist the examiners in entering the marks into the portal.
  - The print obtained after entering the marks to be signed by Internal and External and processed accordingly to be sent to university.
  - The external should be assisted to the exit by internal/ Chief and provide him the convenience to reach to his hotel/ destination within Muvattupuzha.

### **Remuneration:**

- Filing of all details of duty to university to be checked by chairman.
- Remuneration details with help of office staff to be forwarded to University as soon as possible.



**Exam Store:**

1. The store in charge the make sure all the answer sheets are received back on time.
2. Check if the packets given contains a face sheet indicating the exam details, a copy of attendance & a copy of mark sheet.
3. After verification seal the sessional answer sheets cover and place it in racks in year wise pattern.
4. For university practical exam sheets should be sealed by chief superintendent before receiving it, and make sure all the subjects of that years are submitted.

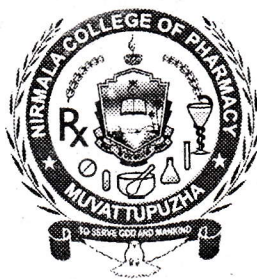
## **IT In charge**

### **➤ During University Exam**

1. At all-time should be present in exam control room
2. Should report to the Chief Superintendent in the control room by 08:30 AM.
3. Check all the computers, cameras and printers are ready.
4. Start the recordings in Control room exactly at 08:45 AM
5. Start the recordings in the exam hall exactly at 09:00 AM after receiving the permission from Chief Superintendent.
6. Download the QP from the website and open the same (after receiving the password) in presence of Chief Superintendent and invigilator (Sometimes additionally there will be presence of Observer, Nodal officer and subject expert).
7. Take the necessary number of prints immediately (to be distributed at 09:20 AM), with a copy extra, which will be collected by librarian or his messenger after the completion of exam.
8. The student's attendance sheet to be downloaded after marking the attendance, and the same to be handed over to chief superintendent.
9. Once the exam has started make sure that the correction file is downloaded (usually comes after 9:50 AM) and if any correction is present, to be printed as per the number of students writing the exam and handed over to chief superintendent.
10. Enter the details of utilization report in the university website and take the print of the same and sent it to principal for verification and authorising.
11. After every hour, after the start of recording process, make sure to start the compiling and writing into DVD. The DVDs thus prepared is to be handed over to chief superintendent at the end of examination.
12. Also prepare the packing of answer script DVD recording, once the packing is over.
13. Keep a backup of all recordings in DVDs and label as per the Academic Year.
14. Responsibility to be undertaken for utilization of stationaries.

### **During Sessional Exam**

1. The responsibility of IT in-charge's role in sessional exam is to verify the submission of QP from the class in charge. If any QP is missing to be informed to chief superintendent of that exam.
2. Take the necessary number of prints, with a copy extra, which will be collected by librarian or his messenger after the completion of exam.
3. Arrange two attendance sheets as per the year/ semester in the respective cover.
4. Hand over all the covers to chief superintendent at least one day in advance.
5. If any further assistance is required on the day of exam, ensure your availability for the same.



# NIRMALA COLLEGE OF PHARMACY

Muvattupuzha

## .....Sessional Theory/Practical Exam Answer Book

Marks Awarded/ Total mark

Name of the student:.....

Roll No:.....Reg.No:.....

Course:.....Year:.....

Subject:.....

Date:.....

Percentage of mark

Q.No	Page No	Q.No	Page No	Q.No	Page No	Q.No	Page No
1		6		11		16	
2		7		12		17	
3		8		13		18	
4		9		14		19	
5		10		15		20	

Marks Awarded:

Q. No	Marks	Q. No	Marks	Q. No	Marks	Q. No	Marks
1		6		11		16	
2		7		12		17	
3		8		13		18	
4		9		14		19	
5		10		15		20	

Total:.....

Signature of staff in charge:.....



# Nirmala College of Pharmacy, Muvattupuzha

Muvattupuzha P.O Ernakulam District Kerala, India, Pin:686661



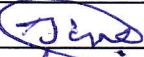








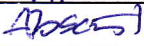


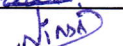

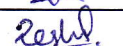
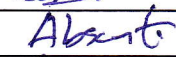


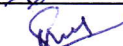

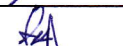
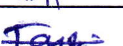
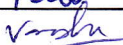

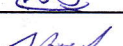

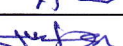

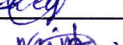
Email : info@nirmalacp.org, Phone : 04852836888

## Exam Attendance

Institute	Nirmala College of Pharmacy, Muvattupuzha
Year	2019-2020
Course	B Pharm
Batch	2019-2023
Semester	6
Subject	Pharmacology III – Theory
Exam Group	INT1
Exam Date/Time	18/04/2023 01:30 PM

Roll.No	Admission No	Student Name	Attendance	Signature
2	1170	Aleena Raju	P	<i>Aleena</i>
3	1192	Alfeena Yunus	A	<i>Absent</i>
4	1190	Alifna Sathar	P	<i>Alifna</i>
5	1191	Amrith Vishnu A D	P	<i>Amrith</i>
6	1193	Anaswara Sankar	P	<i>Anaswara</i>
7	1171	Anita Baby	P	<i>Anita</i>
8	1206	Anitta Saji	P	<i>Anitta</i>
9	1194	Anitta Trissa Antony	P	<i>Anitta</i>
10	1207	Anju Boban	P	<i>Anju</i>
11	1172	Ann Mariya Jose	P	<i>Ann</i>
12	1173	Ann Mary George	P	<i>Ann</i>
13	1162	Antony V R	P	<i>Antony</i>
14	1163	Anupama Wilson	P	<i>Anupama</i>
15	1212	Anziya P A	P	<i>Anziya</i>
16	1174	Archana Remesh	P	<i>Archana</i>
17	1208	Ashly Davis	P	<i>Ashly</i>
18	1218	Ashni S	P	<i>Ashni</i>
19	1209	Athira Vijayan	P	<i>Athira</i>
20	1175	Aysha Saja P.S	P	<i>Aysha</i>
21	1176	Beema Ummer	P	<i>Beema</i>
22	1195	Beema Mol As	P	<i>Beema</i>
23	1177	Binsha Urumees	P	<i>Binsha</i>
24	1196	Deepthi Subramanian	P	<i>Deepthi</i>
25	1178	Denila Shaji	P	<i>Denila</i>
26	1216	Devika Ramakrishnan	P	<i>Devika</i>
27	1164	Elsa Paul	P	<i>Elsa</i>
28	1197	Gadha T	P	<i>Gadha</i>
29	1201	Gourisree T	P	<i>Gourisree</i>
30	1202	Hafsamol Nazer	P	<i>Hafsamol</i>
31	1179	Heleena Alex	P	<i>Heleena</i>



Roll.No	Admission No	Student Name	Attendance	Signature
32	1180	Irin Rose Paul	P	
33	1210	Jennifer Ann Joy	P	
34	1219	Jisna Joy	P	
35	1211	Jithin Sunny	P	
36	1181	Jobins Biju	P	
37	1205	Mahima Francis	P	
38	1221	Mariya Sunny	P	
39	1182	Meenu Thomas	P	
40	1168	Megha Jose	P	
41	1203	Merin K Varghese	P	
42	1183	Muneera Pm	P	
43	1198	Navya Joseph	A	
44	1184	Nidhin T Paul	P	
45	1166	Nikhila K Zidic	P	
46	1185	Ninsi George	P	
47	1214	Reena Hembrom	P	
48	1204	Reshma Ann Roy	P	
49	1169	Revathi Ajithkumar K E	A	
50	1167	Sandra Sibi	P	
51	1186	Sangeetha Sukumaran	P	
52	1199	Shaniya Salim	P	
53	1217	Sreelakshmi R	P	
54	1187	Susan Baiju	P	
55	1220	Taniya Benny	P	
56	1215	Varsha Elizabeth Joby	P	
57	1189	Varsha V Chandra	P	
58	1165	Jithesh M R	P	
59	1404	Anila Rajan	P	
60	1401	Jinsu Kuriakose	P	
61	1400	Joycymol S	P	
62	1402	Mintu George	P	

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Dr. Prasanth B





## NIRMALA COLLEGE OF PHARMACY

Muvattupuzha

### First.....Sessional Theory/Practical Exam Answer Book

Name of the student: Sulamol Rahim

Roll No: 90 Reg. No: 2023 Feb

Course: B. Pharm Year: 2023 Feb

Subject: Pharmaceutical Analysis

Date: 21-02-23

Marks Awarded/ Total mark

26/30

Percentage of mark

Q.No	Page No	Q.No	Page No	Q.No	Page No	Q.No	Page No
1	1	6	9	11		16	
2	5	7	9	12		17	
3	7	8	6	13		18	
4	8	9		14		19	
5	8	10		15		20	

Marks Awarded:

Q. No	Marks	Q. No	Marks	Q. No	Marks	Q. No	Marks
1	9	6	2	11		16	
2	4 1/2	7	1 1/2	12		17	
3	4 1/2	8	1 1/2	13		18	
4	1	9		14		19	
5	2	10		15		20	

Total: 26/30

Signature of staff in charge: [Signature]





## Nirmala College of Pharmacy, Muvattupuzha

Muvattupuzha P.O Ernakulam District Kerala, India, Pin:686661

Email : info@nirmalacp.org, Phone : 04852836888

### Student Internal Score Report

Institute	Nirmala College of Pharmacy, Muvattupuzha
Course	B Pharm
Batch	2021-2025
Semester	2
Subject	Pharmaceutical Organic Chemistry I – Theory

Roll.No	Admission No.	Student Name	Assignment										Internal Exam				Attendance (4)	Extra Parameters		Final Score (25)
			Assignment 1 (10)	Assignment 2 (10)	Seminar / Viva / GD- 1 (25)	Monthly Test 1 (10)	Monthly Test 2 (10)	Monthly Test 3 (10)	Monthly Test 4 (10)	Seminar / Viva / GD- 2 (25)	Total (110)	Converted Score (3)	INT1 (30)	INT2 (30)	Total (60)	Converted Score (15)		Student teacher interaction (3)	Converted Score (3)	
1	1494	Abhiram PB	8	7.5	13.75	4	0	8	8.5	21.25	71	2	18.5	11.5	30	7.51	3	3	3	16
2	1501	ABNA BENNY	8.5	8	20	5	8	8	7	20	84.5	2.34	13.5	12	25.5	6.38	4	3	3	16
3	1497	Aiswarya Mahadevan	8.5	8.5	0	2	1	0	0	0	20	0.94	10	13.5	23.5	5.88	4	3	3	14
4	1452	Ajenet James	8.5	8	20	6.5	9	9	8.5	22.5	92	2.51	25.5	22.5	48	12.01	4	3	3	22
5	1479	Ajmi Ck	8.5	7.5	20	6.5	9.5	9	8	22.5	91.5	2.49	14	24.5	38.5	9.63	4	3	3	19
6	1496	Aksa Ashraf	8	8.5	18.75	7	7	7	7	17.5	80.75	2.28	12	8	20	5	4	3	3	14
7	1469	Akshaya Tomy	8.5	8	17.5	3	5	6	7	17.5	72.5	2.07	13	18	31	7.75	4	3	3	17
8	1438	Alan Baiju	8.5	8	18.125	7	6.5	6.5	7.5	18.75	80.875	2.26	10	7.5	17.5	4.38	4	3	3	14
9	1423	ALAN JOMON	8	7.5	20	8.5	8	8.5	7.5	21.25	89.25	2.42	21.5	19.5	41	10.26	4	3	3	20
10	1470	Alfina Kasim	8	8	24.375	9	9.5	9	9.5	23.75	101.125	2.71	26.5	24.5	51	12.76	4	3	3	22
11	1442	ALGA PHILIPOSE	8.5	8	23.125	8	9	9	9	22.5	97.125	2.63	27	27.5	54.5	13.63	4	3	3	23
12	1450	ALKA ROSE ASSISI	8.5	8.5	23.125	9	9	9	7.5	22.5	97.125	2.65	26.5	25.5	52	13.01	4	3	3	23
13	1474	Alma Rejimon	8.5	8.5	20.625	8	9	8	8.5	21.25	92.375	2.54	22	21	43	10.75	4	3	3	20
14	1460	Amil Tresa James	8.5	8.5	21.875	7.5	7	8.5	8	21.25	91.125	2.51	17.5	15	32.5	8.13	4	3	3	18
15	1406	Anakha Sebastian	8.5	8	23.125	8.5	9.5	9	8.5	22.5	97.625	2.63	25.5	24	49.5	12.38	4	3	3	22
16	1451	ANAMIKA BABU	8.5	8	22.5	6.5	10	8	9	21.25	93.75	2.55	22.5	26	48.5	12.13	4	3	3	22
17	1440	Aneena Fathima A.S	8	8	23.75	7	9	8	9.5	23.75	97	2.61	18	18	36	9	3	3	3	18



Roll.No	Admission No.	Student Name	Assignment										Internal Exam				Attendance (4)	Extra Parameters		Final Score (25)
			Assignment 1 (10)	Assignment 2 (10)	Seminar / Viva / GD- 1 (25)	Monthly Test 1 (10)	Monthly Test 2 (10)	Monthly Test 3 (10)	Monthly Test 4 (10)	Seminar / Viva / GD- 2 (25)	Total (110)	Converted Score (3)	INT1 (30)	INT2 (30)	Total (60)	Converted Score (15)		Student teacher interaction (3)	Converted Score (3)	
18	1434	Anita Alphonsa Binu	8	8.5	20	6	9	8	8	20	87.5	2.41	16	12	28	7	4	3	3	16
19	1449	Ani Treesa Roy	8	9	18.125	6	7	6.5	7.5	18.75	80.875	2.27	15	10	25	6.25	4	3	3	16
20	1414	Anitta Roby	8.5	8	22.5	6	9	9	9	22.5	94.5	2.57	13	21.5	34.5	8.63	3	3	3	17
21	1462	Anitta Tomy	8.5	8	23.125	8	10	10	9	25	101.625	2.72	27	26.5	53.5	13.38	4	3	3	23
22	1465	Anjali K	8.5	8	23.125	7.5	9	9	8	22.5	95.625	2.59	13.5	12.5	26	6.51	3	3	3	15
23	1443	Anjali Krishna V	9	9	22.5	7	9	9.5	8.5	23.75	98.25	2.69	24	27.5	51.5	12.88	4	3	3	23
24	1503	Anjana Antony	8	8	22.5	7.5	9	8	8.5	21.25	92.75	2.51	24.5	21	45.5	11.38	4	3	3	21
25	1467	Ann Maria Alex	8	8.5	21.25	8.5	9	9	9	22.5	95.75	2.61	22.5	20.5	43	10.76	4	3	3	20
26	1458	Ann Maria Davis	8.5	8	21.25	7	9	9	9	22.5	94.25	2.58	25.5	22	47.5	11.88	4	3	3	21
27	1488	Annumariya Thomas	8.5	8	20.625	7.5	9	9	7	22.5	92.125	2.52	26	14.5	40.5	10.13	3	3	3	19
28	1463	Anu Joshy	8.5	8	21.875	9	7.5	9	7.5	22.5	93.875	2.56	16	17	33	8.25	3	3	3	17
29	1475	Archana A	8.5	8	18.75	8	9	9	8	22.5	91.75	2.52	20.5	24.5	45	11.26	4	3	3	21
30	1427	Archana Subash	8.5	8.5	18.75	7	8	9	8	22.5	90.25	2.5	23	14.5	37.5	9.38	4	3	3	19
31	1453	Arshana .M. Abbas	8	8	11.25	6	5	9	7.5	22.5	77.25	2.18	11.5	21	32.5	8.13	4	3	3	17
32	1455	Ashish Jaison	8	8	5	5	3.5	0	8	20	57.5	1.72	12	17.5	29.5	7.38	2	3	3	14
33	1481	Aswani N Manoj	8.5	8	15.625	7	9	8.5	9	22.5	88.125	2.44	12.5	16.5	29	7.26	2	3	3	15
34	1495	Athira NP	8.5	8	18.125	8.5	9	8.5	9	22.5	92.125	2.52	19.5	11.5	31	7.76	4	3	3	17
35	1411	Auguine Joeal Joy	8	7.5	17.5	5	6.5	6	5	15	70.5	2	13	18.5	31.5	7.88	4	3	3	17
36	1409	Austeena Benny	8.5	8	21.25	7	9	9	8	22.5	93.25	2.55	22	23	45	11.25	4	3	3	21
37	1437	Basil Babu	8	7.5	12.5	7	6	7	7	17.5	72.5	2.07	16	9.5	25.5	6.38	4	3	3	15
38	1502	Binoy P Sebastian	8.5	8	11.875	6	5	8.5	8	21.25	77.125	2.19	14.5	8	22.5	5.63	4	3	3	15
39	1446	Bismi Rahim	8.5	8.5	8.75	8.5	8.5	9	9	22.5	83.25	2.37	18	10	28	7	4	3	3	16
40	1432	Britty Babu	8.5	8	11.25	4.5	9	10	9	25	85.25	2.38	8.5	6.5	15	3.76	4	3	3	13
41	1483	Chethan Lal Chand KC	8.5	7.5	10	5	5	6	6	15	63	1.87	16.5	4	20.5	5.13	3	3	3	13
42	1410	Della Shanty	8.5	8	20.625	9	9	9	8	22.5	94.625	2.58	18.5	18.5	37	9.26	4	3	3	19
43	1454	Devangana B	8.5	8	19.375	8.5	7.5	8	9	22.5	91.375	2.5	25	22	47	11.75	4	3	3	21





Roll.No	Admission No.	Student Name	Assignment										Internal Exam				Attendance (4)	Extra Parameters		Final Score (25)
			Assignment 1 (10)	Assignment 2 (10)	Seminar / Viva / GD- 1 (25)	Monthly Test 1 (10)	Monthly Test 2 (10)	Monthly Test 3 (10)	Monthly Test 4 (10)	Seminar / Viva / GD- 2 (25)	Total (110)	Converted Score (3)	INT1 (30)	INT2 (30)	Total (60)	Converted Score (15)		Student teacher interaction (3)	Converted Score (3)	
44	1439	Diya Milen Jose	8.5	8.5	16.875	7	8.5	7	0	17.5	73.875	2.12	8	16.5	24.5	6.13	3	3	3	14
45	1480	Dona Liz Antony	8.5	8	20	5	7.5	7.5	6	18.75	81.25	2.27	18.5	9	27.5	6.88	3	3	3	15
46	1424	Dona Thomas	8.5	8.5	21.25	8.5	9	8.5	9	22.5	95.75	2.62	25.5	25.5	51	12.76	4	3	3	22
47	1405	Donna Elsa Dasan	8.5	8	19.375	9	9	9	9	22.5	94.375	2.59	21	24.5	45.5	11.38	4	3	3	21
48	1412	Elizabeth Reji	8.5	8.5	20	6.5	8.5	9	8.5	22.5	92	2.52	26.5	27	53.5	13.38	4	3	3	23
49	1408	Elsna Manoj	9	8.5	20.625	6.5	9	9	9	21.25	92.875	2.57	23.5	23.5	47	11.76	4	3	3	21
50	1417	Famina Razzak	7.5	7.5	20	8.5	7.5	8.5	7	20	86.5	2.35	22.5	23.5	46	11.51	4	3	3	21
51	1499	Farhana Moithu	8.5	8	23.75	8.5	8	10	10	22.5	99.25	2.67	17	20	37	9.25	3	3	3	18
52	1421	Fasna P. M	8	8	21.88	8.5	8.5	10	9	22.5	96.38	2.59	15	18.5	33.5	8.38	4	3	3	18
53	1482	Fathima N A	8	7.5	18.75	6	7	8	8	18.75	82	2.27	13.5	12.5	26	6.51	4	3	3	16
54	1415	Femin Shaji	7.5	8	18.75	8	7.5	8	7	18.75	83.5	2.31	13.5	15.5	29	7.26	4	3	3	17
55	1490	Gayathri Manoj	9	8	22.5	8.5	8.5	8.5	8	21.25	94.25	2.56	25	24	49	12.25	4	3	3	22
56	1461	Godwin Thomas	8	7.5	15	3.5	0	9	4	23.75	70.75	1.98	12.5	15	27.5	6.88	2	3	3	14
57	1487	Gopika suresh	8.5	8	13.75	7	4	6	6	20	73.25	2.09	9	18.5	27.5	6.88	4	3	3	16
58	1456	Gourinandana S	8.5	7.5	20	8	8	8.5	7	20	87.5	2.4	23.5	15	38.5	9.63	4	3	3	19
59	1459	Gouri Prasad	8	8	15.625	8	8	7	8	20	82.625	2.29	13.5	16.5	30	7.51	3	3	3	16
60	1448	Harinandan M.S	8	8	22.5	7	9	0	0	21.25	75.75	2.09	16	18	34	8.5	4	3	3	18
61	1504	Hirannya Sasi	8	8.5	21.25	8.5	8.5	8	9	21.25	93	2.54	19	11	30	7.5	4	3	3	17
62	1498	Jasna K Jose	8.5	8.5	22.5	8.5	8.5	9	8	20	93.5	2.56	5	7.5	12.5	3.13	4	3	3	13
63	1491	JELVA PARVIN	8.5	8.5	23.75	8.5	9.5	9.5	9	22.5	99.75	2.71	23.5	22	45.5	11.38	4	3	3	21
64	1505	K B Rajalakshmi	8.5	8	18.75	7	6	7	5	20	80.25	2.25	13.5	9	22.5	5.63	4	3	3	15
65	1431	Kesiya Eldhose	8	8	21.25	9	4.5	6	7	18.75	82.5	2.28	14	19	33	8.25	4	3	3	18
66	1464	Krishna Priya K	8.5	8	19.375	9	9	9	7	23.75	93.625	2.57	21	24	45	11.25	4	3	3	21
67	1472	Krishnendu KU	7.5	7.5	20	8	7.5	7	8	18.75	84.25	2.31	13	9	22	5.5	4	3	3	15
68	1444	LAKSHMI PREMJI	8	8.5	18.75	8.5	9	8	8.5	21.25	90.5	2.49	21.5	20.5	42	10.51	4	3	3	20



Roll.No	Admission No.	Student Name	Assignment										Internal Exam				Attendance (4)	Extra Parameters		Final Score (25)
			Assignment 1 (10)	Assignment 2 (10)	Seminar / Viva / GD- 1 (25)	Monthly Test 1 (10)	Monthly Test 2 (10)	Monthly Test 3 (10)	Monthly Test 4 (10)	Seminar / Viva / GD- 2 (25)	Total (110)	Converted Score (3)	INT1 (30)	INT2 (30)	Total (60)	Converted Score (15)		Student teacher interaction (3)	Converted Score (3)	
69	1430	Meenu Shaji	8.5	7.5	21.875	8.5	10	10	9	21.25	96.625	2.62	26	22	48	12	4	3	3	22
70	1493	Midhuna Rajesh	8	8.5	22.5	0	9	8.5	8.5	21.25	86.25	2.36	21	20	41	10.25	2	3	3	18
71	1445	M M Amal	8	7	0	4	4	0	0	17.5	40.5	1.3	10.5	18	28.5	7.13	3	3	3	14
72	1435	Nandana Abhilash	8	8	20	6.5	7.5	7	7	17.5	81.5	2.26	7	19.5	26.5	6.63	4	3	3	16
73	1484	Nandana CS	8	7.5	21.25	6	8.5	6	8	20	85.25	2.32	11	8.5	19.5	4.88	4	3	3	14
74	1428	Nandana Jayesh	8.5	8	22.5	8	0	9.5	8	23.75	88.25	2.4	19	11.5	30.5	7.63	4	3	3	17
75	1436	Nandana KS	8	8	15	6	8	10	7	25	87	2.38	15	19.5	34.5	8.63	4	3	3	18
76	1473	Nandana Shabu	8.5	8	23.75	8.5	10	10	9.5	25	103.25	2.76	25	27.5	52.5	13.13	4	3	3	23
77	1407	Nandana V	8.5	8	23.125	9	10	10	9	25	102.625	2.75	25.5	25.5	51	12.76	4	3	3	23
78	1422	Noorbina Abdul vahab	8.5	8	23.75	9	10	10	9	25	103.25	2.77	26.5	27.5	54	13.51	4	3	3	23
79	1457	Pavithra R	8.5	8	23.125	7	9.5	9.5	9	23.75	98.375	2.66	21.5	16	37.5	9.38	4	3	3	19
80	1466	Prerana Vitthal Jadhav	8	8	22.5	8	9	9.5	0	23.75	88.75	2.4	13.5	15	28.5	7.13	4	3	3	17
81	1441	RAJAGOPAL V	8.5	8	21.75	8.5	9	9	7	22.5	94.25	2.57	23.5	14	37.5	9.38	4	3	3	19
82	1478	RAVEENA RAVEENDRAN	9	9	21.25	7.5	8.5	9.5	6.5	23.75	95	2.61	13	13.5	26.5	6.63	3	3	3	15
83	1419	Riswana Naseer	8	8	21.875	6.5	8	9.5	8.5	23.75	94.125	2.53	25	18	43	10.75	4	3	3	20
84	1426	Rose Mary Alias	8.5	8	21.875	7	8	9.5	8.5	23.75	95.125	2.58	26	22	48	12	4	3	3	22
85	1477	Ruksana Musthafa	8.5	8	21.875	6.5	9	9	8.5	22.5	93.875	2.55	20	15.5	35.5	8.88	4	3	3	18
86	1413	Sana Roy	8	8	18.125	5.5	7	9	7	22.5	85.125	2.34	9	10	19	4.75	4	3	3	14
87	1476	Saniyya A S	8	8	21.875	9	9	8	7	20	90.875	2.48	23	26	49	12.25	4	3	3	22
88	1420	Shamila Navas	7.5	8	21.25	8.5	8.5	9.5	6.5	23.75	93.5	2.51	21.5	14	35.5	8.88	4	3	3	18
89	1489	Shyma SP	8.5	8	17.5	3	7	7	8	20	79	2.22	9	8	17	4.25	4	3	3	13
90	1468	SIMY MARIAM SAMUEL	9	8.5	22.5	8.5	9	8	8	20	93.5	2.57	17.5	24	41.5	10.38	4	3	3	20
91	1429	Sivani Manoj	8	8	22.5	5	8	6.5	8.5	21.25	87.75	2.38	16	14	30	7.5	4	3	3	17
92	1486	Sona Benoy	8	7.5	22.5	8	8	7	8.5	21.25	90.75	2.45	15	17	32	8	4	3	3	17
93	1418	Soofiya Parvin	7.5	7.5	23.75	8	10	10	8	25	99.75	2.64	18.5	23	41.5	10.38	4	3	3	20



Roll.No	Admission No.	Student Name	Assignment										Internal Exam				Attendance (4)	Extra Parameters		Final Score (25)
			Assignment 1 (10)	Assignment 2 (10)	Seminar / Viva / GD- 1 (25)	Monthly Test 1 (10)	Monthly Test 2 (10)	Monthly Test 3 (10)	Monthly Test 4 (10)	Seminar / Viva / GD- 2 (25)	Total (110)	Converted Score (3)	INT1 (30)	INT2 (30)	Total (60)	Converted Score (15)		Student teacher interaction (3)	Converted Score (3)	
94	1471	Steffi George	8.5	8	23.75	6.5	9	10	7.5	25	98.25	2.64	23	22	45	11.25	4	3	3	21
95	1500	Sujjala Subash	9	8.5	22.5	7	9	10	9	25	100	2.72	16.5	17.5	34	8.51	4	3	3	18
96	1492	Vishak Saji	8	8	23.75	0	9.5	9.5	0	23.75	82.5	2.24	21	14.5	35.5	8.88	4	3	3	18
97	1677	LITTY SEBASTIAN									0	0			0	0				
98	1676	SIBI BOSE									0	0			0	0				
99	1678	JINI K									0	0			0	0				

