



PRAVARA RURAL EDUCATION SOCIETY'S
PRAVARA RURAL COLLEGE
OF PHARMACY

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INDEX

Criteria No : 2

Metric no: 2.5.1

File name (QIM) Mechanism of internal assessment is transparent and robust in terms of frequency and mode

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EXAMINATION POLICY

Policy Applies to-All Staff and Students

Approval Authority-Academic Board

Governing Authority- Academic Administrative Committee

Responsible Officer- College Examination Officer

1. Policy Statement:

The purpose of this Policy and the associated procedures is to achieve coordination and consistent examination practices.

2. Policy Scope:

The Policy applies to all staff and students of Pravara Rural College Of Pharmacy,Pravaranagar.

3. Definitions:

Terms used in this policy and the associated procedures are consistent with the *Savitribai Phule Pune University Glossary of Terms*. In addition, the following words and expressions in this policy have the meanings listed below:

External examination: means any examination administered by the rules and regulations of *Savitribai Phule Pune University*

Internal examination: means any examination administered by a college examination department.

Examination adjustment :means a change to examination conditions that take account of an ongoing medical or personal condition.

Special examination adjustments: means a change to examination conditions that account for a temporary disability or acute medical condition.



4.Timing Of Examinations:

4.1 Standard study periods

There will be a designated, maximum four week examination period at the end of the first and second semesters for the conduct of external theory and practical examinations.

4.2 Internal examinations

Internal Examinations for theory and practical will be arranged and conducted by the college.

4.3 External Examination sessions

External theory Examinations may be held within the period 10am to 1 pm ,2 pm to 5 pm Monday to Saturday (excluding public holidays) .The detailed time table for examination will be displayed by university.

4.4Internal Examination sessions:

College examination department will prepare the time table for both theory and practical and as per the time table internal examination are conducted.

5.Examination Organization:

External theory and practical examination organized as per the time table given by university or internal examination organized by the college examination department as identified in the academic calendar.

5.1 University Examination:

5.1.1 All university examinations will occur within the examination periods as given by university.. Examinations falling outside these periods will be organized by college.

5.1.2 College is responsible for:

- a. Production of quality-assured examination papers;
- b. Submission of examination papers to designed CAP Centers accordance with the timelines identified by the university.
- c. Ensuring availability of a designated responsible academic staff member during examinations.



5.1.3 For Internal examinations, College examination section is responsible for:

- To prepare time table of examinations within the period designated for internal examinations, publishing a time table for the students and staff;
- allocation of examination rooms;
- coordination of professionally-printed examination papers;
- secure management of examination papers;
- supply of examination writing Papers.
- provision of adequate examination supervision (invigilation);
- processes relating to recruitment, appointment and management of examination supervisors;
- implementing any examination adjustments for students as required.

5.2 Supplementary examinations:

External supplementary examination will be carried out as per the time table given by university.

5.3 Rules For Examination:

Medium of instruction and examinations Medium of instruction and examination shall be in English.

Working days in each semester each semester shall consist of not less than 90 working days. The odd semesters shall be conducted from the month of June/July to November/December and the even semesters shall be conducted from December/January to May/June in every calendar year.

Attendance and progress 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.

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.

Examinations/Assessments

The scheme for internal assessment and end semester examinations is as prescribed by Savitribai Phule Pune University from time to time.

Conduct of Continuous Internal Evaluation:

Every semester students have to go through the Continuous Internal Evaluation (CIE).
CIE is conducted as per University guidelines.

Continuous Assessment Guidelines as per SPPU, Pune

Theory	
Criteria	Marks
Academic activities (Any 2 activities e.g. quiz, assignment, open book test, class test)	20
Sessional Exam	20
Total	40
Practical	
Attendance	5
Based on Practical Records	10
Regular viva voce, etc	5
Sessional Practical Exam	20
Total	40



Internal assessment: Continuous mode as per PCI syllabus

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

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
Total	10	5
Practical		
Attendance (Refer Table – XII)	2	
Based on Practical Records, Regular viva voce, etc.	3	
Total	5	

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 for 2018 pattern shall be conducted for each theory / practical course as per the schedule fixed by the college(s). One Sessional exams for 2015 pattern and 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.



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.

Exam Type	Marks allotted	Duration
Theory	30	1.5 Hr
Practical	40	04 Hr

Question paper pattern for theory Sessional

For subjects having University exams

I. Objective Type Questions (Answer 05 out of 7)	=5 x 2 = 10
II. Long Answers (Answer 1 out of 2)	=1 x 10 = 10
III. Short Answers (Answer 2 out of 3)	=2 x 5 = 10
Total	30 marks

For subjects having Non University Examination

I. Long Answers (Answer 1 out of 2)	=1 x 10 = 10
II. Short Answers (Answer 4 out of 6)	=4 x 5 = 20
Total	30 marks

Question paper pattern for practical sessional examinations

I. 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 including internal assessment. 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 including continuous mode of assessment and end semester theory examination and has to secure a minimum of



25 marks for the total 50 including internal assessment and end semester practical examination.

Carry forward of marks In case a student fails to secure the minimum 50% in any Theory or Practical course as specified in 12, 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 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 5 out of 7)	= 5 x 3 = 15
II. Long Answers (Answer 2 out of 4)	= 2 x 10 = 20
III. Short Answers (Answer 8 out of 10)	= 8 x 5 = 40
Total	= 75 marks

For 35 marks paper

I. Long Answers (Answer 1 out of 2)	= 1 x 10 = 10
II. Short Answers (Answer 5 out of 7)	= 5 x 5 = 25
Total	= 35 marks



Question paper pattern for end semester practical examinations

I. Synopsis	= 05
II. Experiments	= 25
III. Viva voce	= 05
Total	= 35marks

Academic Progression No student shall be admitted to any examination unless he/she fulfills the norms prescribed by University. 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 and VII semesters till the VIII semester examinations. However, he/she shall not be eligible to get the course completion certificate until all the courses of I, II, III, IV, V and VI 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.

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 and VII semesters till the VIII semester examinations. However, he/she shall not be eligible to get the course completion certificate until all the courses of III, IV, V and VI 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.



Rules for Carry Forward The curriculum (including regulations, structure and syllabi) is in force from academic year 2018-19 and onwards for First Year B. Pharm, for academic year 2019- 20 onwards for Second Year B. Pharm., for academic year 2020-21 and onwards for Third Year B. Pharm., and for academic year 2021-22 and onwards for Final Year B. Pharm.

The learners who were admitted to First Year B. Pharm. of 2015 pattern during the academic year 2017-18 or before & failed in the First Year B.Pharm. of 2015 pattern examination will have to take admission to Semester-III of Second Year B. Pharm. of 2018 pattern in academic year 2019-20 or onwards, provided that

- Their result of F. Y. B. Pharm of 2015 pattern is either pass or fails with A. T. K. T. The said students will have to take up additional remedial courses as follows.
- The learners who were admitted to S.Y B. Pharm. of 2015 pattern during the academic year 2018-19 or before and fail in the S.Y B.Pharm. of 2015 pattern examination will have to take admission to Semester-V of Third Year B. Pharm. of 2018 pattern in academic year 2020-21 or onwards, provided that their result of S. Y. B. Pharm of 2015 pattern is either pass or fails with A. T. K. T. The said students will have to take up additional remedial course as follows.

Sr. No	Remedial courses for admission to S.Y.B.Pharm in Academic Year 2019-20 (Cleared F.Y. B. Pharm as per 2015 Pattern)		
	(Non University Examination)	Semester	Passing Criteria
1	Biochemistry – Theory/Practicals	Semester III	Minimum 50% marks with D grade
2	Pathophysiology- Theory		Minimum 50% marks with D grade
3	Computer Applications in Pharmacy – Theory/Practicals	Semester IV	Minimum 50% marks with D grade
4	Environmental sciences – Theory		Minimum 50% marks with D grade



Sr. No	Remedial courses for admission to T.Y. B.Pharm in Academic Year 2020-21 (Cleared S. Y.B. Pharm as per 2015 Pattern)		
	(Non University Examination with 50% passing.)	Semester	Passing Criteria
01	Medicinal Chemistry I – Theory/ Practical	Semester V	Minimum 50% marks with D grade

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 below:

Percentage of Marks Obtained	Letter Grade	Grade Point	Performance
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:

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

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 C_1, C_2, C_3, \dots is the total number of credits for semester I, II, III, and
 S_1, S_2, S_3, \dots 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	15Marks
Methodology adopted	20Marks
Results and Discussions	20Marks
Conclusions and Outcomes	20Marks

Total

75Marks



Evaluation of Presentation:

Presentation of work	25Marks
Communication skills	20Marks
Question and answer skills	30Marks

Total	75Marks
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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.

AND/OR

Every candidate shall be required to undergo any one of the Skill development modules mentioned below (**Duration – Min. 04 weeks**)

- a) Hands on Training (Central instrumentation lab/Machine room etc)
- b) UGC/AICTE recognized online courses (SWAYAM/NPTEL etc)



After the successful completion of the module the candidate shall submit satisfactory report and certificate duly signed by the authority of training organization/Head of the institute

PracticeSchool

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 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 rejoin the program by paying the required fees.



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.

6.Publication of Examination Schedule:

6.1 Final theory examination time tables will be published at least six weeks prior to the commencement of the main examination by the university and for practical at least one week prior to the commencement of practical examination.

6.2 Examination timetable information will be made available to staff and students.

It is the responsibility of each student to:

- a. To identify the dates, times and venues of examinations they are to attend; and,
- b. To notify college examination department of any clashes by the published due date.

7 .Location of examination:

7.1. Venues for examinations must adhere to the University examination standards.

7.2 Seating arrangement of Students will be displayed at notice board half an hour before the starting of the examination.

8.Production of examination papers:

8.1 For internal examination each faculty will submit 1 question paper set in sealed envelop to the college examination officer one hour before examination. College examination officer will do photocopy of the question paper and will distribute to the students.



8.2 For external theory examination University will sent OTP to principal and college examination officer half an hour before examination. Then college examination officer will download the question paper from specified university site and will do the photocopy of it.

9. Examination Supervision:

9.1 Examination supervisors are responsible for the conduct of examinations and for ensuring compliance with this policy. A student must comply with all directions given by the examination supervisor and the supervisor's decision is final.

9.2 supervisor Duty:

- a. To confirm the identity of the students through the hall ticket issued by university.
- b. To see that they are not in possession of any unauthorised device or material .
- c. leave an examination room if a supervisor considers that a candidate's behavior is such as to disturb or distract any other candidate;
- d. surrender any device or material, which the supervisor considers to be unauthorised, for the duration of the exam; and/or
- e. comply with any direction that the supervisor deems necessary to ensure the proper and efficient conduct of the examination.

10.Examination Condition:

10.1 Entry to Examination Room

10.1.1 A person other than the supervisor, or other authorized person¹, may not enter or remain in an examination room during an examination,

10.1.2. A candidate, on entering an examination room, must proceed to the place to which that candidate is directed by the supervisor. A candidate must not leave that place without permission or direction from a supervisor.

10.1.3 A person, whether a candidate or not, who is permitted to enter or leave an examination room must comply with conditions as outlined by the supervisor.



10.2. Starting time

10.2.1. The time listed on the examination timetable is the time when the examination commences. Candidates must not commence writing until the supervisor has given permission.

10.3 Late arrival

10.3.1 Candidates who arrive within the first 30 minutes after the start of an examination will be permitted to undertake that examination but will not be allowed additional time.

10.3.2 Candidates who arrive later than 30 minutes after the start of an examination will not be permitted to undertake that examination.

10.4 Early departure from examination rooms

10.4.1 Except in circumstances related to illness, a candidate must not leave the examination room;

a. During the first 30 minutes of an examination; or

a. during the final 10 minutes of an examination.

10.4.2 Candidates who wish to leave the examination room prior to the scheduled finish time (and within the times specified above) must adhere to instructions provided by the supervisor.

10.5. Illness during examination

10.5.1 If a candidate becomes ill during an examination and temporarily leaves the examination venue, but remains under supervision, no extra time will be allowed for the candidate to complete the examination. In this circumstance the candidate may submit an application for special consideration as per the rule framed by university.

10.5.2 If the candidate decides to continue the examination, the Examination Supervisor may make a decision to move the student to an alternative location, to reduce disruption to other students. The time required for the move will be added to the student's allocated examination time.

10.5.3 If the candidate cannot continue with the examination, the supervisor will note this and report the matter to examination department.



11. Conclusion of examination:

11.1 At the conclusion of the examination all candidates must maintain examination conditions until all papers have been collected and the supervisor has given students permission to leave the examination room.

11.2 Materials in Examination:

11.2.1 Nominated materials permitted in examinations

11.2.1.1 Where specified books or other materials (restricted to open book examinations) are permitted to be taken into an examination, such materials will be limited to those specifically approved by the Lecturer in Charge and such materials will be listed on the examination paper cover sheet.

11.2.1.2 Where an examination is designated 'open book', the relevant text book and allowable materials may be taken into the examination.

11.2.1.3 The supervisor or other authorized person will inspect any such materials to ensure that they comply with the approved list provided by the Lecturer in Charge and do not contain any unauthorized materials.

11.2.1.4 The use of e-books is not permitted in any examination

11.3 Use of dictionaries in examinations

11.3.1 English language dictionaries are not acceptable in an examination room

11.3.2 The dictionary must not contain any notations or any additional material and must be presented to the supervisor for inspection.

11.3.3 Students will be refused permission to use dictionaries that contain notations or additional materials.

11.4 Use of personal electronic devices in examinations

11.4.1 Personal electronic devices may not be brought into or used in an examination room except with the prior approval of the Lecturer in Charge. Such approval must clearly identify the category of electronic device allowed in the specific examination.



11.4.2 Electronic devices which can be approved are restricted to those which are hand-held, internally powered, silent and not capable of wireless communication with other electronic devices.

11.4.3 Calculators and other electronic devices approved for use in an examination must have any programmable memory cleared prior to being brought into the examination room. Non-programmable calculators, where allowed, must have volatile memory only and must not have alpha facilities

11.4.5 A candidate using an authorized electronic device in an examination is responsible for its operation. Any failure or malfunction of the device will not constitute grounds for a deferred examination or other special arrangements.

11.5 Mobile Telephones

11.5.1 Mobile telephones must not be used in an examination room. If a mobile telephone is brought into an examination room, it must be switched off and placed face down on the floor under the candidate's desk. Non-compliance will result in the mobile telephone being confiscated by the Examination Supervisor.

11.6 Availability of Lecturer in Charge

11.6.1 Paper-based examinations

The Lecturer in Charge of a unit, or alternative contact as approved by Principal, must be contactable during the whole of the examination to answer any questions which may arise regarding the examination paper. Examination staff or examination supervisors must not make a determination regarding the content of an examination paper.

12. Interruptions to Examination:

12.1 Where an examination is affected by an unexpected interruption (for example, a power failure, computer/software malfunction, earthquake, bomb threat, fire alarm etc.) the supervisor will implement appropriate immediate action including any action necessary under the Critical Incident Management Policy.



12.2 Minor disruptions to an examination, for a period of 15 minutes or less, will be accommodated by the provision of an equivalent period of additional time added to the end of the allocated examination time by approval of the college examination department

12.3 The principal or college examination officer will determine the appropriate course of action in the event of a significant disruption to an examination. A significant disruption may include repeated minor disruptions in the same examination session.

12.4 In the event of an evacuation of an examination venue, the college examination officer in consultation with the principal will determine which of the following outcomes will apply, with consideration to minimizing disadvantage to students:

a..the examination may be declared void and a new examination scheduled for a date and time within the current examination period;

b..students' examination scripts may be marked and the mark stand;

c..organizing different examination venues;

13. Examination adjustment for students with disabilities or medical condition:

13.1 Permanent disability and/or chronic medical condition

13.1.1. Adjustments to the examination conditions for students with a permanent disability and/or chronic medical condition will be incorporated in Education Inclusion Plans developed by Disability Services.

13.2 Unexpected temporary disability or medical condition

13.2.1 If a student has an unexpected temporary disability or medical condition, the student may apply for special adjustments to examination arrangements through submission of the relevant documents to college examination department

13.2.2 If, due to the timing of the request, the college examination department can give extra time as per the regulations given in university



13.3 Notification of examination adjustment and special adjustment requirements

13.3.1 Students with a disability and/or medical condition should consult a Disability Adviser to register for examination adjustments as early as possible, preferably at the time of enrolment and no later than the census date of the relevant study period.

14. Collection of Examination papers:

14.1 supervisor must collect all the answer sheet from the student and submit to college examination department.

15. Missing Examination papers or answer sheet:

15.1 In the event of examination papers, writing booklets or answer sheets being lost, stolen or destroyed, the college examination officer in consultation with the principal will determine a course of action for those students who have been directly affected so as to minimize disruption or disadvantage to those students.

16. Deferred Examination:

16.1 Internal Based Deferred Examination:

16.1.1 Application:

16.1.1.1. Where a candidate is unable to attend an examination due to illness or other exceptional circumstance (beyond their control) the candidate is required to submit the relevant documentation for an internal examination to the college examination department.

16.1.1.2 College examination department will verify the documents submitted by student and will set a new time table for the examination.

17 Publication of past examination paper:

17.1 All the past examination papers will be kept in library from where the students can access it.

18. Breach of Policy:

18.1. Expulsion from examination room



18.1.1 An Examination supervisor may expel any candidate from the examination room, where that candidate is believed to be in breach of this policy.

18.1.2 Report and investigation:

An Examination Supervisor must report any alleged breach of this policy to the College Examination Officer, who will refer the matter to the relevant authority.

18.1.3 Any alleged breach of the examination conditions will be referred to the College Examination Officer who may:

- a. issue a formal warning; or
- b. refer the matter to the Designated Officer for resolution in accordance with the Student Conduct and Discipline Policy.

18.1.4 In cases of alleged cheating the matter will be referred to the Principal and must be investigated and resolved in accordance with the Academic Integrity and Misconduct Policy.

18.1.5. In cases of alleged falsified documentation the matter will be referred to the Academic Dean, and must be investigated and resolved in accordance with the Policy on Dealing with Instances of Falsified, Fraudulent or Misleading Documentation.

19. Role and Responsibilities:

19.1 Student Responsibilities:

19.1.1 Students are required to be available to undertake examinations throughout the periods designated for internal, external examinations, including supplementary examinations and deferred examinations. as published in the academic calendar.

19.1.2 Students are required to be available to undertake college based examinations at the dates and times specified in the time table.

19.1.3 Students are required to familiarize themselves with the provisions of this policy and the related policies as listed.

19.2 Staff Responsibilities:

Staff responsibilities relating to examinations are detailed in the Procedures for Examinations-Staff.

20. Record Keeping:

Records related to Examinations will be maintained by college examination department.

B. PHARMACY PATTERN 2018

EVALUATION GUIDELINES FOR INTERNAL ASSESSMENT (B. PHARMACY):

Internal assessment: Continuous mode

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

Theory		
Criteria	Maximum Marks	
Attendance	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
Total	10	5
Practical		
Attendance	2	
Based on Practical Records, Regular viva voce, etc.	3	
Total	5	

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 are conducted for each theory / practical course as per the schedule fixed by the college. 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.



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Question paper pattern for theory Sessional examinations

For subjects having University examination

I. Multiple Choice Questions (MCQs)	=	10 x 1 = 10
OR		OR
Objective Type Questions (5 x 2)	=	05 x 2 = 10
(Answer all the questions)		
I. Long Answers (Answer 1 out of 2)	=	1 x 10 = 10
II. Short Answers (Answer 2 out of 3)	=	2 x 5 = 10

Total	=	30 marks

For subjects having Non University Examination

I. Long Answers (Answer 1 out of 2)	=	1 x 10 = 10
II. Short Answers (Answer 4 out of 6)	=	4 x 5 = 20

Total	=	30 marks

Question paper pattern for practical sessional examinations

I. Synopsis	=	10
II. Experiments	=	25
III. Viva voce	=	05

Total	=	40 marks



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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
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	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
BP106RBT BP106RMT	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
BP112RBP	Remedial Biology– Practical*	5	5	2 Hrs	10	15	2 Hrs	25
Total		70/75 ^{\$} /80 [#]	115/125 ^{\$} /130 [#]	23/24 ^{\$} /26 [#] Hrs	185/200 ^{\$} /210 [#]	490/525 ^{\$} / 540 [#]	31.5/33 ^{\$} / 35 [#] Hrs	675/725 ^{\$} / 750 [#]

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

^{\$}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
		Continuous 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



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Semester III

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP301T	Pharmaceutical Organic Chemistry II – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP302T	PhysicalPharmaceuticsI –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



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Semester IV

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			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



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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	Industrial PharmacyI– 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	Industrial PharmacyI– 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



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Semester VI

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
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



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Semester VII

Course code	Name of the course	Internal Assessment				End Semester Exams		Total Marks
		Continuous Mode	Sessional Exams		Total	Marks	Duration	
			Marks	Duration				
BP701T	Instrumental Methods of Analysis – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP702T	Industrial Pharmacy – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP703T	Pharmacy Practice – Theory	10	15	1 Hr	25	75	3 Hrs	100
BP704T	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
Total		70	70	8Hrs	140	460	21 Hrs	600

* The subject experts at college level shall conduct examinations



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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 Standardization 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
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M. PHARMACY PATTERN 2018

ASSESSMENT PROCESS FOR M. PHARM

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

Scheme for awarding internal assessment: Continuous mode

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

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

Sessional Exams

Two sessional exams are conducted for each theory / practical course as per the schedule fixed by the college. The scheme of question paper for theory and practical sessional examinations is given in the table. The sessional exam will be conducted for 30 marks and computed for 15 marks. The average marks of two sessional exams shall be computed for internal assessment as per the requirements given in tables.



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Scheme for theory Sessional examination

I. Objective Type questions (solve 5 out of 7)	5 X 2=10
II. Short answer questions (solve 2 out of 3)	2 X 5=10
III. Long answer questions (solve 1 out of 2)	1 X 10=10
Total Marks= 30	

Scheme for Practical Sessional examination

I. Synopsis	05
II. Experiment(s)	20
III. Viva voce	05
Total Marks= 30	

Tables - 20: Schemes for internal assessments and end semester examinations(Pharmaceutical Quality Assurance–MQA)

Course Code	Course	Internal Assessment				End Semester Exams		Total Marks
		Continuous	Sessional Exams		Total	Marks	Duration	
		Mode	Marks	Duration				
SEMESTER I								
MPAT101T	Modern Pharmaceutical Analytical Techniques	10	15	1 Hr	25	75	3 Hrs	100
MQA102T	Quality Management System	10	15	1 Hr	25	75	3 Hrs	100
MQA103T	Quality Control and Quality Assurance	10	15	1 Hr	25	75	3 Hrs	100
MQA1 04T	Product Developmentand Technology Transfer	10	15	1 Hr	25	75	3 Hrs	100
MQA1 05P	Pharmaceutical Quality Assurance Practical I	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650
SEMESTER II								
MQA201T	Hazards and Safety Management	10	15	1 Hr	25	75	3 Hrs	100
MQA202T	Pharmaceutical Validation	10	15	1 Hr	25	75	3 Hrs	100

MQA2 03T	Auditsand Regulatory Compliance	10	15	1 Hr	25	75	3 Hrs	100
MQA2 04T	Pharmaceutical Manufacturing Technology	10	15	1 Hr	25	75	3 Hrs	100
MQA2 05P	Pharmaceutical QualityAssurance Practical II	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650



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**Schemes for internal assessments and end semester examinations
(Pharmaceutical Chemistry–MPC)**

Course Code	Course	Internal Assessment				End Semester Exams		Total Marks
		Continuous	Sessional Exams		Total	Marks	Duration	
		Mode	Marks	Duration				
SEMESTER I								
MPAT101T	Modern Pharmaceutical Analytical Techniques	10	15	1 Hr	25	75	3 Hrs	100
MPC102T	Advanced Organic Chemistry I	10	15	1 Hr	25	75	3 Hrs	100
MPC103T	Advanced Medicinal Chemistry	10	15	1 Hr	25	75	3 Hrs	100
MPC104T	Chemistry of Natural Products	10	15	1 Hr	25	75	3 Hrs	100
MPC105P	Pharmaceutical Chemistry Practical I	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650
SEMESTER II								
MPC201T	Advanced Spectral Analysis	10	15	1 Hr	25	75	3 Hrs	100
MPC202T	Advanced Organic Chemistry II	10	15	1 Hr	25	75	3 Hrs	100
MPC203T	Computer Aided Drug Design	10	15	1 Hr	25	75	3 Hrs	100
MPC204T	Pharmaceutical Process Chemistry	10	15	1 Hr	25	75	3 Hrs	100
MPC205P	Pharmaceutical Chemistry Practical II	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650



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**Schemes For Internal Assessments And End Semester Examinations
(Pharmacognosy–MPG)**

Course Code	Course	Internal Assessment				End Semester Exams		Total Marks
		Continuous	Sessional Exams		Total	Marks	Duration	
		Mode	Marks	Duration				
SEMESTER I								
MPAT101T	Modern Pharmaceutical Analytical Techniques	10	15	1 Hr	25	75	3 Hrs	100
MPG102T	Advanced Pharmacognosy I	10	15	1 Hr	25	75	3 Hrs	100
MPG103T	Phytochemistry	10	15	1 Hr	25	75	3 Hrs	100
MPG104T	Industrial Pharmacognostical technology	10	15	1 Hr	25	75	3 Hrs	100
MPG105P	Pharmacognosy Practical I	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650
SEMESTER II								
MPG201T	Medicinal Plant Biotechnology	10	15	1 Hr	25	75	3 Hrs	100
MPG202T	Advanced Pharmacognosy II	10	15	1 Hr	25	75	3 Hrs	100
MPG203T	Indian System of Medicine	10	15	1 Hr	25	75	3 Hrs	100
MPG204T	Herbal Cosmetics	10	15	1 Hr	25	75	3 Hrs	100
MPG205P	Pharmacognosy Practical II	20	30	6 Hrs	50	100	6 Hrs	150
-	Seminar /Assignment	-	-	-	-	-	-	100
Total								650



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**Schemes for internal assessments and end semester examinations
(Semester III & IV)**

Course Code	Course	Internal Assessment				End Semester Exams		Total Marks
		Continuous	Sessional Exams		Total	Marks	Duration	
		Mode	Marks	Duration				
SEMESTER III								
MRM301T	Research Methodology	10	15	1 Hr	25	75	3 Hrs	100
MPH302T	Indian Constitution	10	15	1 Hr	25	35	2 Hrs	50
	Journal club				25			25
	Discussion / Presentation (Proposal Presentation)				50			50
	Research work*				350		1 Hrs	350
Total								575
SEMESTER IV								
	Journal club				25			25
	Discussion / Presentation (Proposal Presentation)				75			75
	Research work and Colloquium				400		1 Hrs	400
Total								500

***Non University Examination**



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