



SREE NARAYANA NURSING COLLEGE

Stonehousepet (po), Chinthareddypalem, Nellore - 524002.

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Recognized by Indian Nursing Council vide letter No. 02/Sep/2006 INC dated : 29.09.2006 and
A.P. Nurses & Midwives Council, letter No. APNMC/CON/5212/2006, dated: 4/11/2006

Affiliated to Dr. Y.S.R. University of Health Sciences, A.P. Vijayawada.



MID COURSE POLICY

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Principal

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MID COURSE POLICY

Sree Narayana Nursing College established, implement and maintains a Midcourse policy that; The Institution aims and functions to ensure all students are trained to fulfill their roles as professional Nursing Graduates as per the latest prescribed curriculum by Dr.NTR University. Measures have been taken to provide a supportive learning environment for students to achieve the desired outcome.

PURPOSE:

This policy provides guidelines on action to be taken by the Departments to ensure that all Under Graduates (UG) attain the minimum requirement to be eligible for the University Final Examination.

SCOPE:

The policy applies to students of B.Sc. Nursing, P.B.B.Sc Nursing students.

PROCEDURE:

Summative Assessment: Evaluation of student's performance at the end of the course (phase-wise).

Formative Assessment including Internal Assessment: Evaluation of learning progress of students in classroom/demonstration room/practical lab/clinical teaching etc., including skill lab are done on a continuous basis. Internal Assessments are to be conducted by faculty in their specialty as prescribed by Dr.NTR University. Internal Assessment marks will be reflected in university mark sheets. **I. Members involved in Mid-Course Improvement:** HODS & teaching faculties of all Departments, Members of the Curriculum Committee, Institutional Review Committee, Vice Principal, and Principal will be involved.

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2. Policy statement and procedure: Following initiatives are taken to ensure students are trained and evaluated appropriately

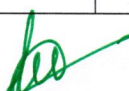
- Institutional Academic Calendar and Master Rotation Plan are prepared for all phases and subjects before the beginning of the academic year, based on which Continuous Internal Assessment (CIA) is done.
- Continuous Internal Assessment CIA includes student's attendance in theory & practical sessions, record/log book maintenance along with marks obtained in written, practical and viva assessments.
- Continuous Internal Assessment is done based on the criteria by Pondicherry University as given below.

Theory:

Criteria	Weightage	Marks rounded off to 25	Marks rounded off to 50
Unit test marks (Average)	45%	12	24
Assignment marks (Average)	45%	6	12
Model Exam	25%	5	10
Attendance	5%	2	4
Total	100%	25	50

Practical:

Criteria	Weightage	Marks rounded off to 50
Continuous Evaluation of Clinical Performance	30%	15
Clinical Assignment (Case Study/ Practical Record/Case Book)	20%	10
Clinical Presentation	10%	5
Observational /Field Visit/ Health Talk	10%	5
Model Practical Examination	30%	15
Total	100%	50


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- Type, time, and frequency of conducting Internal Assessment are done abiding by the Pondicherry University regulations. Three unit tests and two sessional exams are conducted in a year. Formative assessment is also conducted on a regular basis.
- All answer sheets must be evaluated within 3 days from the exam date. Marks should be displayed on the notice board only after evaluated mark sheets are shown to students and their queries are rectified.
- Students with grievances relating to internal assessment marks can address their grievances through a 2 tier mechanism
 - i. Redressal through the Class Coordinator to clarify their doubts.
 - ii. Redressal through the Principal of the institution
- Students with unsatisfactory performances are given special attention and the following measures are adopted to improve their performances
 - Conduct a re-test of the same portion
 - Provide one-to-one teaching/training sessions for students with extremely poor performances
 - Attend extra classes on second Saturdays (for those with low attendance)
 - Do make-up assignments on the concerned topic
 - Providing a question bank for students to solve
 - Counseling provided by the student's mentor on different strategies for learning
 - Library facilities with various books for reference study
- To ensure training of Post Graduates (PGs), all PG departments should conduct regular Seminars, Journal clubs, Case discussions, and Practical sessions, and marks should be documented.



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- Active participation of both PGs and faculties should be ensured. PGs are encouraged to maintain their Records/Log Books and Portfolio which are regularly viewed by the HODs.
- PGs must submit their thesis Protocol by the end of the 9th month of the first year and also update the status of the same every six months to the Institutional Review Committee.

3. Roles and Responsibilities

I) HODs & faculties of all Department

- Communicate the Internal Assessment dates before the test date.

Conduct the Internal Assessment smoothly and fairly.

- Ensure timely correction of the answer scripts and hand over the marks to the class coordinator
- Document the list of training/ teaching activities conducted for slow and advanced learners.
- Ensure PGs obtain ethical clearance for their thesis by the end of the first year and complete the same well in advance.

Mentors

- Identify reasons for poor performance and suggest /counsel students on improving their reading skills.
- Communicate/ inform parents of students regarding their ward performance at regular intervals.

III) Institutional Review Board (IRC)

- Ensure Institutional Ethical Committee submission of all PGs.
- Assist PGs in writing protocol, statistical analysis, and thesis preparation.


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IV) Curriculum Committee for UG and PG

- Conduct regular phase-wise meetings regarding the performances of students.
- Give suggestions to improve teaching and assessment methods.

Vice Principal

- Assess the periodicity in conducting the internal assessment
- Monitor the conduct of activities for slow and advanced learners by all Departments

- Conduct meeting regarding the same at regular intervals
- Review the feedback reports submitted by all the Departments and suggest a scope for improvement.

VI)) Principal

- Ensure conducting of mentor-mentee meetings periodically after each sessional examination.
- After each meeting, all parameters will be discussed and suggestions will be incorporated in upcoming days.

Related/ Supportive Documents: Mid-Course Attendance

Custodian: Principal

B. Kalpene
VERIFIED BY

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