

Sahayog Sevabhavi Sanstha's



MOTHER TERESA NURSING SCHOOL

Sahayog Educational Campus, Vishnupuri, Nanded-
431606. (Maharashtra)

Information on Examination Reforms



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK
दिंडोरी रोड, म्हसळ, नाशिक-४२२००४ Dindori Road, Mhasrul, Nashik-422004
Tel : (0253) 2539100/300, Fax : (0253) 2539223
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डॉ. अजित ग. पाठक

एम.बी.बी.एस. एम.डी.(न्यायवैद्यकशास्त्र)

परीक्षा नियंत्रक

Dr. Ajit G. Pathak

M.B.B.S, M.D.(Forensic Medicine)

Controller of Examinations

Ref.No. MUHS/XT/368/2021

Date: 01/06/2021

Circular No. 17 /2021

To,

The Dean / Principal ,
All Affiliated Colleges and Exam Centers
MUHS, Nashik

Sub: To Submit the details of CCTV installed in Examination Hall in prescribed format.

Ref: 1)University Circular No.48/2014 dt.15/09/2014
2) University Ordinance No. 01/2014
3) University Circular No. 86/2018

Sir/Madam,

Your kind attention is drawn towards above cited University Circular / Ordinance and to state that it is mandatory for colleges to install CCTV system with recording facility at their COLLEGE EXAMINATION HALL and STRONG ROOM.

University will monitor all Examinations scheduled from 10/06/2021 onwards . In view of above, you are requested to forward following details positively to the University by Email at hncomp@muhs.ac.in up to 07/06/2021.

The format is as below:

- 1) Name of Examination Center or College:
- 2) Centre In charge with Contact No:
- 3) Technical Person Contact No. :
- 4) STATIC /WAN IP ADDRESS or Cloud id of DVR:
- 5) MAKE and MODEL of DVR:
- 6) Number of CAMERA installed:
- 7) LOGIN USER NAME and PASSWORD OF DVR :

NOTE : - All the Colleges are hereby strictly informed, NOT to change the USER NAME and PASSWORD of DVR during Examination work and make sure the DVR has STATIC/ WAN IP Address / CLOUD ID only and not LOCAL IP Address (e.g. 192.168.10.1) and internet speed should be above 10 Mbps.

You are requested to comply with above on priority basis.


A. G. PATHAK
Controller of Examinations



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक
MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

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Dr. Ajit G. Pathak
M.B.B.S., M.D. (Forensic Medicine)
Controller of Examinations

Ref.No.: MUHS/X-C/47/ 6867 /2021

Date: 18/ 09/2021

CIRCULAR NO. 55 /2021

**REVISED SUBMISSION OF INTERNAL ASSESSMENT MARKS
FOR SUMMER - 2021 EXAMINATIONS**

It is notified to all concerned that as per Section 47 prescribed in the University Ordinance No.01/2014, affiliated Colleges have to conduct Internal Assessment Examinations.

- Software for submission of Internal Assessment marks for Undergraduate Courses (All Faculties Final year courses) [Except MBBS Faculty] will be made available on University website around **21st Sep. 2021**.
- The University has already provided College Log-in account to every college, from where hall tickets of their students are downloaded by them. For entry of Internal Assessment marks in the software, the Colleges are required to Log-in their respective account and carry out entry of Internal Assessment marks.
- Internal Assessment mark list (Hard Copy & Soft copy) is to be submitted to the University on or before 05th Oct. 2021 (Except Nursing Faculty). Nursing faculty candidate should submit internal assessment marks on or before 27th September 2021. No further extension will be granted by the University.
- Internal Assessment Examination of **Repeater student** shall be conducted in respective subject only. The Colleges are required to maintain Internal Assessment record of Repeater students as per attached format and compulsory submitted to the University with online mark sheet format.
- While preparing Final Marks of Internal Assessment, the rounding-off marks shall done as illustrated in following table as per BOE Resolution No.07/2007 dated 08.01.2007.

Example:

Internal Assessment Marks	Final Rounded Marks
15.01 To 15.49	15
15.50 To 15.99	16

- It is repeatedly observed that certain colleges have approached to the University for change in Internal Assessment marks after initial submission OR even after declaration of Final result on various frivolous grounds. **No request for 'change of marks' shall be considered, once marks are submitted by the College to the University. It is therefore decided that Internal Assessment marks lists will only be accepted in case it is signed by the student with counter signature of the HOD/Dean of the college as provided in Ordinance 1/2014.** Liability of any clerical error at college-level will rest with the Dean and the concerned HOD. The Colleges are therefore requested to go into all details and thereafter Final Internal Assessment marks lists shall be submitted to the University.

- The Colleges, who fails to submit Internal Assessment marks (Hard copy and Soft copy) upto stipulated time-period, will be imposed fine/ penalty as prescribed by the University under Notification No.09/2011 dated 11.03.2011.

The Dean/Principal of the Colleges are required to bring this circular to the notice of all concerned & ensure that Internal Assessment marks as prescribed and is submitted to the University within stipulated time-period.



(Dr. Ajit G. Pathak)
Controller of Examinations

Copy to:

1. HOD - Result Section
2. All Faculty In-charge (UG & PG)



MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK
FINAL RESULT OF INTERNAL ASSESSMENT (FOR REPEATER STUDENTS ONLY)

Summer Examination _____

MUHS

Name of the College :

Name of Examination :

Name of the Subject : _____ Year : _____ Total Marks : _____

Sr. No.	Name of Student	Exam Seat No.	Previous Marks		Latest Marks		Final Marks		Signature of Student
			Theory	Practical	Theory	Practical	Theory	Practical	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									

HOD

Sign & Seal of the Dean / Principal



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

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परीक्षा नियंत्रक

जा.क्र.मआविवि/एक्स-सी/३०७४ /२०२१

Dr. Ajit G. Pathak

M.B.B.S., M.D.(Forensic Medicine)

Controller of Examinations

दि. ०७/०६/२०२१

प्रति,

मा. अधिष्ठाता / प्राचार्य,

मआविवि संलग्नित सर्व महाविद्यालये / मान्यताप्राप्त संस्था.

विषय :- हिवाळी -२०२० परीक्षार्थींच्या RT-PCR/Rapid Antigen Test टेस्ट बाबत..

संदर्भ :- मा. मुंबई उच्च न्यायालय, नागपुर खंडपीठ यांनी जनहित याचिका (स्टॅप)

क्र. ६४६६/२०२१ दि.०५/०६/२०२१ रोजी दिलेला निर्णय.

महोदय / महोदया,

उपरोक्त विषयाच्या अनुषंगाने, मला प्राप्त आदेशानुसार सर्व संबंधितांना कळविण्यात येते की, संदर्भीय याचिकेतील निर्णयाचे अनुषंगाने महाराष्ट्र शासन व मा. संचालक, वैद्यकीय शिक्षण आणि संशोधन, मुंबई यांचे निर्देशाप्रमाणे हिवाळी-२०२० परीक्षार्थी विद्यापीठ परीक्षेचे प्रवेशपत्र घेवून शासकीय रुग्णालय / शासनमान्य कोविड आजाराच्या उपचाराचे रुग्णालय याठिकाणी स्वतःची RT-PCR/Rapid Antigen Test चाचणी विनामुल्य करून घेवू शकतो.

सदर बाब आपल्या अधिनस्त असलेल्या सर्व हिवाळी-२०२० च्या परीक्षार्थींच्या निर्दर्शनास आणून दयावी, ही विनंती.



(डॉ. अजित ग. पाठक)
परीक्षा नियंत्रक



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

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एम.बी.बी.एस, एम.डी.(न्यायवैद्यकशास्त्र),

परीक्षा नियंत्रक

Dr. Ajit Gajanan Pathak

M.B.B.S., M.D.(Forensic Medicine)

Controller of Examinations

Outward No. MUHS/XP/6888/2021

Date: 20/09/2021

To,
The Dean/Principal,
MUHS Affiliated Health Sciences Colleges

Sub. : Guidelines For Conduct of Summer-2021 & Winter-2021 Examinations..

**Ref. : 1) Letter by University Grants Commission F.1-1/2020(Secy) dt. 08/07/2020
2) University letter No. MUHS/XP/2522/2021 dt. 28/05/2021**

Sir/Madam,

I am directed to inform you that, Standard Operating Procedure (SOP) for conduct of Summer-2021 & Winter-2021 examinations with respect to COVID-19 pandemic is attached herewith. This is based on University Grants Commission's Standard Operating Procedure for conduct of examinations during COVID-19 pandemic.

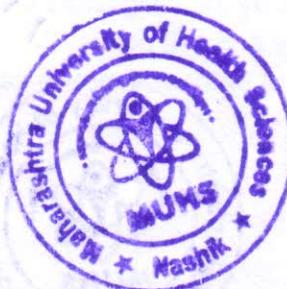
In order to avoid overcrowding and to maintain social distancing, students should be advised to report to the examination centre 45 minutes before the commencement of examination.

Students should not wear wrist watch and other items prohibited as per the examination rules.

In view of maintaining social distancing, it will not be possible for frisking of students before the commencement of examination. Thus, letter No. MUHS/XP-1/2026/2018 dated 31/10/2018 and the Notification No. 04/2019 dated 26/01/2019 shall not be in force for these examinations. Students shall not undergo frisking, even if he/she is wearing a dress which is not in confirmatory with the dress code of examinations. However, in such circumstances a special care must be taken by the examination staff to maintain sanctity of examination.

Extra care be taken for safety of students and staff during conduction of examinations.

Thanking you.



अजित गजानन पाठक

(Dr. Ajit G. Pathak)

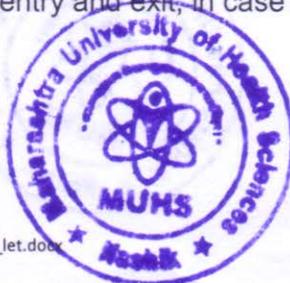
Controller of Examinations

Encl. : As Above (Total pages 2)

Guidelines For Conduct of Summer-2021 & Winter- 2021 Examinations

Standard Operating Procedure for conduct of Examinations

1. The instructions, guidelines and orders issued by the Central and State Governments concerning the opening of educational institutions and safety and health should be abided by the Universities and Colleges. However, they may develop more stricter provisions and guidelines, if they find it necessary.
2. In case there is a restriction on movements in certain areas, admit/identity cards issued to the students should be treated as a pass for the movement of students. State Governments should issue instructions to all local authorities to issue movement passes to invigilators and all personnel engaged in the conduct of examinations.
3. Entire examination centres floors and walls, doors, gates, should be sprayed with disinfectant.
4. Fresh mask and gloves to be used by exam functionaries after staff verification is done.
5. Sanitizer bottles should be arranged at the entry gate, examination rooms, staff/observer room, etc. and should be replenished regularly.
6. All liquid handwash bottles should be replenished in restrooms and entry gate whenever required.
7. Candidate Seating Area should be thoroughly sanitized (desk and the chair) after every session.
8. All the washrooms should be cleaned and disinfected.
9. All door handles, staircase railing, lift buttons, etc. should be disinfected.
10. Wheelchairs, if present at the examination centres, should be disinfected.
11. All the trash bins should be cleaned.
12. Staff verification and self-declaration as suggested below must be done as soon as they report at the Centre
 - a. Exam functionary must submit self-declaration about health status.
 - b. Thermo gun temperature check must be done at staff entrance point.
 - c. If any Examination functionary fails to meet the self-declaration criteria, or thermo gun check, he/she will be asked to leave the examination centre immediately
 - d. Exam functionary needs to wear the mask and gloves at all time.
13. Cleanliness and hygienic conditions as per safety and health advisories of the concerned government departments are to be maintained at all places.
14. Proper sign ages, symbols, posters etc. should be displayed at appropriate place to maintain social distancing.
15. Downloading of 'Arogya Setu' App may be advised for every staff and student of the university and college.
16. Adequate arrangements of thermal scanners, sanitizers, facemasks, and hand gloves at all entry and exit points including the reception area. Wherever possible, students should be given fresh face masks by the invigilators in the examination room itself.
17. Avoid crowding at entry and exit points.
18. Opening all the gates, of entry and exit, in case institutes have more than one gate.



Guidelines For Conduct of Summer-2021 & Winter- 2021 Examinations

19. Senior staff should monitor the entry and exit. There should be proper markings with at least 2 meter distance where students stand while waiting for opening of the college gate. Exit of students should be permitted one by one only.
20. Thermal Screening of students, wearing of face mask, sanitizing of hands etc. be ensured.
21. The invigilators, while on duty, should be continuously wearing mask, and proper hand gloves.
22. The students should be asked to sanitize their hands before and after signing the Attendance Sheet.
23. Hand washing stations with facilities of liquid soap should be made available so that every student can wash her/his hand frequently.
24. Keeping in view the physical distancing, institutions should have adequate rooms capacity to meet the proper seating arrangement for examination. Minimum distance between two students should be 2 meters. Sample seating plan is annexed.
25. Adequate arrangements for safe drinking water be made on the campus.
26. Adequate supply of water in toilets and for hand washing be ensured.
27. Dustbins must be cleaned and covered properly.
28. Proper sanitization of buses, other transport and official and vehicles of the institution.
29. **At the end of the day –**
 - a. Used gloves and masks should be disposed only in a pedal push covered bin at the Examination Centre and outside the examination room/hall:
 - b. Safely dispose off all used masks and gloves discarded at the examination centres or outside the examination centre in trash bin bags at suitable place and as per standard guidelines issued by health authority.
30. Maintain record of all exam functionaries
 - a. Record of all exam functionaries will be maintained in the system for future reference and traceability.
 - b. Invigilator records are maintained in the system through staff verification processes.

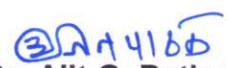
Name and number of other staff such as Housekeeping, Security Guards, etc. will be maintained.

Annexure

SAMPLE SEATING PLAN

Col. 1	Col. 2	Col. 3	Col. 4
Candidate's Roll No.	Candidate's Roll No.	Candidate's Roll No.	Candidate's Roll No.
1	4	7	10
Empty	Empty	Empty	Empty
2	5	8	11
Empty	Empty	Empty	Empty
3	6	9	12




(Dr. Ajit G. Pathak)
Controller of Examinations



महाराष्ट्र आरोग्य विज्ञान विद्यापीठ, नाशिक

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डॉ. अजित गजानन पाठक

एम.बी.बी.एस., एम.डी. (न्यायवैद्यनशास्त्र)

परीक्षा नियंत्रक

Dr. Ajit Gajanan Pathak

M.B.B.S., M.D. (Forensic Medicine)

Controller of Examinations

Out No. : MUHS/XC/4567/2020

Date :21/08/2020

To,

The Dean/Principal,

MUHS Affiliated Nursing Colleges

Sub. : ADVISORY FOR CONDUCTION OF PRACTICAL EXAMINATIONS OF UG/PG NURSING
OF SUMMER – 2020

- Ref. : 1. No. INC : F.No.1-6/2020-INC, Date : 14th May, 2020.
2. No. INC : F.No.1-6/2020-INC (Covid Examination), Date : 19th June, 2020.
3. No. INC : F.No.22-10/2020-INC, Date : 10th July, 2020.
4. Board of Examinations meeting dated 30/06/2020
5. Academic Council meeting dated 15/07/2020 Resolution No.26/2020.

Sir/Madam,

With reference to the above mentioned subject, I am enclosing herewith the above referred no. 01 to 03 advisories of Indian Nursing Council about conduction of Practical examinations for Summer 2020, for circulation to all concerned as per decisions taken by University authorities as per reference no. 04 & 05. Please refer the rules / conditions mentioned in the said advisories regarding conduct of practical examinations and observe its strict adherence.

②A 4180

(Dr. Ajit G. Pathak)

Controller of Examinations

Encl. : As above



स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तहत सांविधिक निकाय
Statutory Body under the Ministry of Health & Family Welfare

F.No. 1-6/2020-INC

Dated: 14 MAY 2020

CIRCULAR

INC GUIDELINES ON ACADEMICS AND EXAMINATIONS DURING COVID-19 PANDEMIC & LOCKDOWN

Introduction

The entire nation is facing an unprecedented crisis due to outbreak of COVID-19 pandemic. Social distancing, one of the key components in the fight against this infection, is creating a challenging situation for students studying in various nursing programmes under various Nursing Educational Institutions. Most of the Nursing Educational Institutions have been closed since the lockdown from mid-March and nursing students have been unable to attend classes and clinical areas. In this context, INC reiterates that the quality of nursing education should not be compromised at all times. The principles of hygiene, social distancing and restricted movements must be advocated by all at all times to ensure the health, safety and security of the students, faculty and staff and also to continue academic activities.

The following guidelines are being issued for implementation to ensure adequate syllabus coverage so that that the current academic session does not get affected, and continuity of nursing education is maintained.

I. Guidelines for Academics

1. Teaching-Learning Process

1.1 Online modes of teaching can be used to continue the educational process by making effective use of technology and other available options as long as the Nursing Educational Institutions have been asked to remain closed by the Government and State authorities in different parts of the country. (Online modes such as Google Classroom, Google Hangout, Cisco Webex Meeting, You tube streaming, College website, e mails, Internet and social media platforms, such as WhatsApp, Facebook groups etc. could be used)

a. Theory:

- i. Institutions should plan to share learning resources such as lectures, study materials, topic assignments and assessments via online, maintaining communication with the students on a regular basis.
- ii. The Institutions will be responsible to maintain the details of classes taken subject wise, attendance, assignments given and submitted by students etc.



स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तहत सांविधिक निकाय
Statutory Body under the Ministry of Health & Family Welfare

- b. **Clinical:**
- Wherever possible, virtual clinical learning can be delivered by sharing recorded visuals of clinical procedures/skills or any digital resources available.
 - Once the institutions re opens, the students should be given exclusive clinical experience blocks in order to gain clinical expertise in various clinical areas as per revised master plan and clinical rotation plan.

1.2 Attendance: The lockdown period can be used as theory block to cover the theory portion of the syllabus in various subjects. In case the institution has not done the online teaching, then the institution shall give assignments/materials through email or as indicated in 1.1.

The period of lockdown may be treated as 'deemed to be attended' by all the students while calculating the requirement of minimum percentage of attendance.

2. Academic Calendar

The dates suggested are based on the extension of lockdown period and restrictions laid down by the GOI and state governments with specific emphasis on social distancing norms.

2.1 Academic session 2019-2020

Two months extension is granted for conduct of examination ensuring completion of clinical requirements.

Conduct of examinations	
Annual/Year	September/October,2020
Evaluation and Declaration of the result	
Annual/Year	October/November, 2020

Summer vacation can be counted during Lockdown period

2.2 Academic session 2020-2021

Admission process and last date of admission	
Annual	October/November, 2020



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Commencement of classes	
Annual 2 nd year onwards	October/ November,2020
Conduct of examinations	
Annual	August/September, 2021
Commencement of next academic session	
Annual	August /September, 2021

II. Guidelines for Examination

1. Internal assessment and attendance requirements:

It is presumed that by March, before the lockdown, all the institutions would have completed College/sessional examinations, all of these are to be considered in the internal assessment calculation/evaluation of students. Online classes and assessments done during lockdown can also be considered.

- a. Attendance requirements for clinicals: The theory attendance remains the same. Owing to the extraordinary conditions, the norm of a candidate having 100% attendance in each practical area is relaxed to 80%. However, all essential clinical areas should be covered as per the prescribed syllabus. Whatever essential clinical experience is missed due to COVID lockdown, to be completed in internship period of final year except for final year students.
- b. Clinical requirements:
 - i. Skill lab and clinical procedures ratio in the logbook can be relaxed by allowing skill lab procedures up to 30%.
 - ii. Other written assignments relevant to care note/care study that need to be done in the clinical area can be replaced by allowing up to 30% in the skill lab using written scenarios/vignettes or virtual learning.
 - iii. If clinical experience is not feasible in respect to MLHP clinical requirements, the institution shall ensure completion through skill lab or simulation.



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Statutory Body under the Ministry of Health & Family Welfare

- c. Internal practical examination can be in the form of Observed Structured Clinical Examination (OSCE) with minor modifications in the format such as reduced number of skill stations to ensure **social distancing norms** and to include only clinical skills.

2. External/Final Examination:

Simplified modes and methods of examinations may be adopted in order to complete the current academic session in time, as mentioned below.

- Theory examination may be conducted after lockdown opens, by maintaining social distancing norms, in staggered time-table form, with less number of students, preferably batchwise, without compromising the quality, so that the examination process may be completed in multiple shifts. The duration may be reduced to 2 hours.
- Practical examination will be conducted either after the relaxation in lock down period in the clinical settings or in the simulation set up using OSCE approach e.g in skill labs maintaining proper social distancing and hygiene norms.
- Any student failing in subject/s/examination will be provisionally promoted to next year. However, such students will have to appear in the supplementary examination along with term examination whenever examination is held next and clear the pending examination.
- The Students should be informed well in advance (at least one week) about the conduct of examinations and other related activities.**
- The examining bodies are given relaxation to appoint external practical examiners from local Deemed Universities or local Colleges from the same city/town/zone, if out of State examiners are unable to travel due to COVID restrictions.

Final year students

- The students in the final year passing out of nursing course will have to mandatorily undergo the theory and Practical examination before the declaration of the result. The examining authority may as soon as possible conduct the theory and practical examinations of the Final year of the said program and announce the results in a time bound manner so that students are able to pursue their careers without disruption.



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III. Guidelines for Thesis submission

The post graduate nursing students and their guides will ensure that the work done for the thesis is in compliance with regulatory requirements and ready for submission in time. The universities may adopt appropriate strategies like online submission of dissertation to facilitate the UG/PG students pursuing Projects/ Dissertations, in view of the prevailing circumstances.

IV. General guidelines

- There should be no additional costs to students as a result of the disruption occurred in the teaching, learning and evaluation process
- The faculty and non-teaching/ supportive staff will continue to be on the payrolls of the institution and work from home utilizing this period to connect to nursing students through various teaching learning platforms using digital technology and are paid their monthly salary as per the GOI guidelines.
- The Institutions will be responsible to maintain the details of classes taken subject wise, percentage of attendance, assignments given and submitted by students etc. The State Examining Boards/ Universities as Examining Authorities should accept these records as being eligible for internal assessment and are to take these records towards fulfilment of academic requirements for calculating attendance for appearing for examination.
- Based on the broad INC guidelines, each University/ Examining Authority may chart out its own plan of action taking into consideration the issues pertaining to COVID-19 pandemic, Notwithstanding the above Guidelines regarding the resumption of session, conduct of examinations and commencement of next academic session, every university college has to ensure that it is prepared in all respects to carry out the academic activities following necessary advisories/ guidelines/ directions issued by the Centre/State Government, MHRD or UGC from time to time to prevent the spread of COVID-19.
- These guidelines are only applicable as one-time measure during this academic year due to COVID-19.

Law

Lt Col (Dr) Sarveet Kaur
Secretary

Copy for information & necessary action:

- Vice chancellor of all Universities.
- Registrars of all State Nursing Council.
- Examination Boards.
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स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तहत सांविधिक निकाय
Statutory Body under the Ministry of Health & Family Welfare

No. 1-6/2020-INC (CovidExamination)

Dated: 19 JUN 2020

To,

Prof Dr Deelip G Mhaisekar,
Vice Chancellor,
Maharashtra University of Health Sciences,
Dindori Road, Mhasrul,
Nashik, Maharashtra- 422004.

Subject: 1) Allowing Conduct of Post Graduate & Undergraduate Medical Examination by MUHS, at appropriate time in view of COVID- 19 pandemic
2) Request for flexibility in conduction of practical examination

Dear Sir,

This is in reference to the letter no. MUHS/XC/3010/2020 dated 09/06/2020 on the subject noted above. The following guidelines have been issued for points raised vide the letter

Query Raised	Guidelines
1) If due to any unforeseen circumstances, the examinations could not be conducted as per schedule and have to be postponed, what measures can be taken to prevent the academic losses of the students such as permission to start next academic year term though the scheduled examination are delayed ?	1) In this regard, refer Indian Nursing Council (INC) circular no. F.No. 1-6/2020- INC dated 14 th May, 2020 regarding INC guidelines on academic and examinations during COVID- 19 pandemic and lockdown. (Para 2.1 at Page no. 2 & 3 mentioning academic session 2020- 21 relaxations.) The relaxation being extension by two months where in the exams can be conducted even up to Oct 2020. Further, as per INC syllabus the candidate shall have cleared all the previous examination before appearing for final year examination.
2) The University should be given the liberty to organize the examinations in the state after assessing the disease conditions in the state and feasibility of given by the councils.	2) In this regards refer a) Para II: Guidelines for examination of above mentioned letter vide which it is specified that exams be conducted only after lockdown opens. (ref para II 2 a)

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Striving to Achieve Uniform Standards of Nursing Education

Website: www.indiannursingcouncil.org E-mail: secy.inc@gov.in

Phone: 011-66616800, 66616821, 66616822



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	b) Para IV. d. General guidelines, which specified the provision of integrating the state, central govt/UGC directives in the context of preventing COVID-19 spread also.
3) Any Modifications in conduct of practical examinations in clinical subjects (such as case based scenarios/simulations) in view of safety and security of students.	3) Practical examination in clinical subjects can be conducted vide II: Guidelines for examination para 2(b) of above mentioned letter wherein it is clearly mentioned that "Practical examination will be conducted either after the relaxation in lock down period in the clinical setting or in the simulation set up using OSCE approach e.g in skill labs maintaining proper social distancing and hygiene norms".
4) In view of the prevailing conditions and as a remedial measure to reduce unnecessary travel for the students, the University has taken a decision to allow the students to appear at any examination centre of convenience near to their home towns. You are requested to permit this as a one- time measure during COVID- 19 pandemic.	4) Students may be permitted to appear at any examination centre of convenience near to their home- towns as one time measure for academic session 2019-20.

This provision is only for the current academic year (2019-20) in view of COVID- 19 pandemic while maintaining safety & health of all the stakeholders & sanctity & quality of examination.

Yours faithfully,

Lt Col (Dr) Sarvjeet Kaur
Secretary



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Statutory Body under the Ministry of Health & Family Welfare

F.No. 22-10/2020-INC

Dated: **10 JUL 2020**

CIRCULAR

ADDENDUM TO INC GUIDELINES ON ACADEMICS AND EXAMINATIONS DURING COVID-19 PANDEMIC

Introduction

In view of the present conditions of Covid pandemic, despite the opening of lockdown all over the country in phased manner, Indian Nursing Council has received various representations from various Institutions/Universities regarding conduct of examinations due to restriction in travel imposed in current pandemic situation.

Further to INC letter No F No 1-6/2020-INC dt 14 May 2020, the following guidelines are being issued for conduct of examinations for undergraduate and postgraduate nursing students-

I. Guidelines for Examination

- (a) The examinations of final year students will be conducted as per the proposed time frame given in INC circular dt 14 May 2020. As per academic calendar announced, the exams can be conducted and completed by end of September if feasible, by taking appropriate measures in the interest of students as and when the normalcy is restored in the respective States.
- (b) Nursing is patient centered, competency based profession and involves the clinical dexterity in meeting patient care needs hence in order to maintain the uniform standard of examination, Universities/Examining Boards shall conduct their examinations in accordance with INC norms.
- (c) Keeping in view the basic infrastructure available at the level of the institutions and accessibility of internet to the students, especially in remote areas, it is not feasible to adopt the online mode of examination in Nursing Institutions.
- (d) If the situation does not appear to be normal in view of COVID-19 & in case it is not feasible to conduct examination as per academic calendar then students (except final year) who have undergone the course and are not able to appear for the examinations, shall be permitted to commence their studies for next higher classes and to progress into the next academic year on the basis of internal evaluation and performance in college examinations as per the following grading-



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- (i) 50% marks on the basis of the pattern of internal assessment of student
 - (ii) and the remaining 50% marks on the basis of average of performance in College examinations during the entire year (theory and practicals).
 - (iii) If average of performance in College examinations during the entire year is not available then 100% evaluation may be done on the basis of internal assessment.
- (e) Any student failing in subject/s/examination will be allow the students to commence their studies for next higher classes in accordance with guidelines issued on 14 May 2020. However, the students will be considered to have passed the examination and be eligible for the award of the degree/diploma only if they are successful in all the subjects of the said program.
- (f) The students in the final year passing out of Nursing course will have to mandatorily undergo the theory and Practical examination after the lockdown opens and travel restrictions are resolved. The examining authority may as soon as possible conduct the theory and Practical examinations of the Final year of the said program and announce the results in a time bound manner so that students are able to pursue their careers without disruption.
- (g) If the students wishes to improve the grades, he/she may appear in special exams as planned by the University/examining body for such subjects during next year by offering one additional improvement opportunity when the situation normalises.
- (h) It is reiterated that no institution shall submit average internal marks of the test students more than 75% as specified in curriculum note of INC syllabus.

2. Guidelines for Entrance Examination

- (a) Keeping in mind uncertainties due to global pandemic, the general public interest and State/local/Institutional policies, if entrance examination for the next academic session for UG and PG Nursing programs is feasible during the current pandemic situation, it may be conducted. However, if it is not possible to conduct the entrance examination, then merit list of admission may be prepared, category wise, on the basis of marks obtained by the candidates in the last qualifying examination. The candidates for admission to academic year 2020-21 must be informed suitably through institution website or online advertisement to avoid anxiety and inconvenience to students and their parents.

3. Guidelines for completion of Internship period of final year students

- (a) The guidelines for each practical area has already been laid out in INC circular dated 14 May 2020 regarding relaxing practical area attendance to 80%. Skill lab and clinical



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procedures ratio in the log book (which also includes deliveries to be conducted in the case book) has been relaxed upto 30%-40%. If clinical experience is not feasible, the Institution shall ensure completion through skill lab or simulation using online technology so that students of final year can complete at least 80% practical attendance in all clinical areas prescribed in Internship period. It is desirable that internship is completed in the above prescribed manner before the Nursing course is deemed completed.

4. General

(a) The principles of hygiene, social distancing must be advocated by all at all times to ensure the health, safety and security of the students, faculty and staff.

(b) These guidelines are one time measure applicable only during this academic year due to national pandemic situation. The guidelines are advisory in nature and each University/Examining Authority may chart out its own plan of action taking into consideration the issues pertaining to COVID-19 Pandemic. Notwithstanding the above Guidelines, every University/Institution has to ensure a suitable plan for the examinations following necessary advisories/guidelines/ directions issued by the Centre/State Government, MHRD or UGC from time to time to prevent the spread of COVID-19.

(c) If any student, Association/ Society, Institution etc. desires to make a representation in this regards, they are hereby advice to make the same to the respective State/University. The respective University/ State Govt. may take up the matter with INC only if it considers it absolutely necessary to grant specific relaxation on case to case basis.

Lt Col (Dr) Sarjeet Kaur
Secretary

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Statutory Body under the Ministry of Health & Family Welfare

F.No. 1-6/2020-INC

Dated: 14 MAY 2020

CIRCULAR

INC GUIDELINES ON ACADEMICS AND EXAMINATIONS DURING COVID-19 PANDEMIC & LOCKDOWN

Introduction

The entire nation is facing an unprecedented crisis due to outbreak of COVID-19 pandemic. Social distancing, one of the key components in the fight against this infection, is creating a challenging situation for students studying in various nursing programmes under various Nursing Educational Institutions. Most of the Nursing Educational Institutions have been closed since the lockdown from mid-March and nursing students have been unable to attend classes and clinical areas. In this context, INC reiterates that the quality of nursing education should not be compromised at all times. The principles of hygiene, social distancing and restricted movements must be advocated by all at all times to ensure the health, safety and security of the students, faculty and staff and also to continue academic activities.

The following guidelines are being issued for implementation to ensure adequate syllabus coverage so that that the current academic session does not get affected, and continuity of nursing education is maintained.

I. Guidelines for Academics

1. Teaching-Learning Process

1.1 Online modes of teaching can be used to continue the educational process by making effective use of technology and other available options as long as the Nursing Educational Institutions have been asked to remain closed by the Government and State authorities in different parts of the country. (Online modes such as Google Classroom, Google Hangout, Cisco Webex Meeting, You tube streaming, College website, e mails, Internet and social media platforms, such as WhatsApp, Facebook groups etc. could be used)

- a. Theory:
 - i. Institutions should plan to share learning resources such as lectures, study materials, topic assignments and assessments via online, maintaining communication with the students on a regular basis.
 - ii. The Institutions will be responsible to maintain the details of classes taken subject wise, attendance, assignments given and submitted by students etc.

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- b. Clinical:
- Wherever possible, virtual clinical learning can be delivered by sharing recorded visuals of clinical procedures/skills or any digital resources available.
 - Once the institutions re opens, the students should be given exclusive clinical experience blocks in order to gain clinical expertise in various clinical areas as per revised master plan and clinical rotation plan.

1.2 Attendance: The lockdown period can be used as theory block to cover the theory portion of the syllabus in various subjects. In case the institution has not done the online teaching, then the institution shall give assignments/materials through email or as indicated in 1.1.

The period of lockdown may be treated as 'deemed to be attended' by all the students while calculating the requirement of minimum percentage of attendance.

2. Academic Calendar

The dates suggested are based on the extension of lockdown period and restrictions laid down by the GOI and state governments with specific emphasis on social distancing norms.

2.1 Academic session 2019-2020

Two months extension is granted for conduct of examination ensuring completion of clinical requirements.

Conduct of examinations	
Annual/Year	September/October,2020
Evaluation and Declaration of the result	
Annual/Year	October/November, 2020

Summer vacation can be counted during Lockdown period

2.2 Academic session 2020-2021

Admission process and last date of admission	
Annual	October/November, 2020

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Commencement of classes	
Annual	October/ November,2020
2 nd year onwards	
Conduct of examinations	
Annual	August/September, 2021
Commencement of next academic session	
Annual	August /September, 2021

II. Guidelines for Examination

1. Internal assessment and attendance requirements:

It is presumed that by March, before the lockdown, all the institutions would have completed College/sessional examinations, all of these are to be considered in the internal assessment calculation/evaluation of students. Online classes and assessments done during lockdown can also be considered.

- a. Attendance requirements for clinicals: The theory attendance remains the same. Owing to the extraordinary conditions, the norm of a candidate having 100% attendance in each practical area is relaxed to 80%. However, all essential clinical areas should be covered as per the prescribed syllabus. Whatever essential clinical experience is missed due to COVID lockdown, to be completed in internship period of final year except for final year students.
- b. Clinical requirements:
 - i. Skill lab and clinical procedures ratio in the logbook can be relaxed by allowing skill lab procedures up to 30%.
 - ii. Other written assignments relevant to care note/care study that need to be done in the clinical area can be replaced by allowing up to 30% in the skill lab using written scenarios/vignettes or virtual learning.
 - iii. If clinical experience is not feasible in respect to MLHP clinical requirements, the institution shall ensure completion through skill lab or simulation.



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- c. Internal practical examination can be in the form of Observed Structured Clinical Examination (OSCE) with minor modifications in the format such as reduced number of skill stations to ensure **social distancing norms** and to include only clinical skills.

2. External/Final Examination:

Simplified modes and methods of examinations may be adopted in order to complete the current academic session in time, as mentioned below.

- Theory examination may be conducted after lockdown opens, by maintaining social distancing norms, in staggered time-table form, with less number of students, preferably batchwise, without compromising the quality, so that the examination process may be completed in multiple shifts. The duration may be reduced to 2 hours.
- Practical examination will be conducted either after the relaxation in lock down period in the clinical settings or in the simulation set up using OSCE approach e.g in skill labs maintaining proper social distancing and hygiene norms.
- Any student failing in subject/s/examination will be provisionally promoted to next year. However, such students will have to appear in the supplementary examination along with term examination whenever examination is held next and clear the pending examination.
- The Students should be informed well in advance (at least one week) about the conduct of examinations and other related activities.**
- The examining bodies are given relaxation to appoint external practical examiners from local Deemed Universities or local Colleges from the same city/town/zone, if out of State examiners are unable to travel due to COVID restrictions.

Final year students

- The students in the final year passing out of nursing course will have to mandatorily undergo the theory and Practical examination before the declaration of the result. The examining authority may as soon as possible conduct the theory and practical examinations of the Final year of the said program and announce the results in a time bound manner so that students are able to pursue their careers without disruption.

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III. Guidelines for Thesis submission

The post graduate nursing students and their guides will ensure that the work done for the thesis is in compliance with regulatory requirements and ready for submission in time. The universities may adopt appropriate strategies like online submission of dissertation to facilitate the UG/PG students pursuing Projects/ Dissertations, in view of the prevailing circumstances.

IV. General guidelines

- There should be no additional costs to students as a result of the disruption occurred in the teaching, learning and evaluation process
- The faculty and non-teaching/ supportive staff will continue to be on the payrolls of the institution and work from home utilizing this period to connect to nursing students through various teaching learning platforms using digital technology and are paid their monthly salary as per the GOI guidelines.
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Law

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No. 1-6/2020-INC (CovidExamination)

Dated: **19 JUN 2020**

To,

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Maharashtra University of Health Sciences,
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Subject: 1) Allowing Conduct of Post Graduate & Undergraduate Medical Examination by MUHS, at appropriate time in view of COVID- 19 pandemic
2) Request for flexibility in conduction of practical examination

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1) If due to any unforeseen circumstances, the examinations could not be conducted as per schedule and have to be postponed, what measures can be taken to prevent the academic losses of the students such as permission to start next academic year term though the scheduled examination are delayed ?	1) In this regard, refer Indian Nursing Council (INC) circular no. F.No. 1-6/2020- INC dated 14 th May, 2020 regarding INC guidelines on academic and examinations during COVID- 19 pandemic and lockdown. (Para 2.1 at Page no. 2 & 3 mentioning academic session 2020- 21 relaxations.) The relaxation being extension by two months where in the exams can be conducted even up to Oct 2020. Further, as per INC syllabus the candidate shall have cleared all the previous examination before appearing for final year examination.
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भारतीय उपचर्या परिषद्

आठवाँ तल, एनबीसीसी सेन्टर, प्लॉट नं. 2, कम्युनिटी
सेन्टर, ओखला फेज - 1, नई दिल्ली - 110020



INDIAN NURSING COUNCIL

8th Floor, NBCC Centre, Plot No. 2, Community Centre
Okhla Phase - I, New Delhi - 110020

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CIRCULAR

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