

TAGORE DENTAL COLLEGE AND HOSPITAL

**2.5.4 Policy Document Of The Options Claimed In The Institution Duly
Signed By The Head Of The Institution**

TABLE OF CONTENTS

SL NO	CONTENTS
1.	POLICY DOCUMENT OF OPTIONS CLAIMED BY THE INSTITUTION FOR RE-TEST & ANSWER SHEETS
2.	POLICY DOCUMENT OF MIDCOURSE IMPROVEMENT OF PERFORMANCE OF STUDENTS



TAGORE DENTAL COLLEGE & HOSPITAL

Date: 08.11. 2019

Policy document of options claimed by the institution for re-test and answer sheets

1. Continuous Internal assessment conducted as per academic plan

The students are evaluated continuously throughout the year. The institution has a well programmed internal examination schedule that includes written, practical and clinical examination. Theoretical knowledge is evaluated by the 3 terminal exams, class tests, viva, open book test, picture test, MCQ test and seminar presentations. The practical or clinical evaluation is based on the number and quality of work done, viva in clinics, case discussion and assignments.

2. Assessment done and advised on deficiencies and way to improve:

The answer sheets are evaluated and returned to the students as early as possible giving them opportunity to clarify their doubts and re-evaluate the papers if on doubt. The answer scripts are returned to the students after a discussion of their performance and mistakes committed and remedial measures instituted for any deficiencies.

3. Re test and assignments :

Retests and assignments are given for absentees and for students who want to improve their scores. The portions for the retest are informed to the students well in advance atleast 1 week before the schedule for test so that the students are given sufficient duration for the preparation for retests. The marks of retests are discussed with the students.

4. Extra classes and notes for students who have missed classes and slow performers :

Extra opportunity and encouragement provided to students who have missed their regular schedule of classes and those who are slow performers, by organising remedial classes and cycle tests for the slow performers and assessing them.

5. Extra time and opportunity for slow performers to complete their work:

Slow performers are helped in a way to complete their schedule of work in their own capacity and encouraged to succeed in their academics.


Principal

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Policy document of midcourse improvement of performance of students:

Opportunities to students for midcourse improvement of performance are provided through

1. Continuous Internal assessment conducted as per academic plan
2. Assessment done and advised on deficiencies and way to improve
3. Re test and assignments are given for absentees and for students who want to improve their scores.
4. Extra classes and notes for students who have missed classes and slow performers.
5. Extra time and opportunity for slow performers to complete their work.


Principal

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