



Document Name

Policy for Assessment of Students

Document Number

JMDC / Policy /PAS /25-05

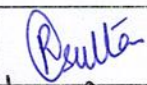
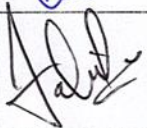


JINNAH MEDICAL AND DENTAL COLLEGE



STANDARD OPERATING PROCEDURE

Policy for Assessment of Students

Department of Student Affair

	NAME	DESIGNATION	SIGNATURE	DATE
PREPARED BY:	DR. ROOHA SULTAN	ASSISTANT PROFESSOR (DENTAL EDUCATION)		
	Ms. FAHILA JAWWAD	COORDINATOR (STUDENT AFFAIRS)		
REVIEWED BY:	PROF. DR. ATIF MAHMOOD	PRINCIPAL (MEDICAL COLLEGE)		
	PROF. DR. JUNAID LAKHANI	PRINCIPAL (DENTAL COLLEGE)		
APPROVED BY:	ACADEMIC COUNCIL			
REVISION NO:				



Document Name

Policy for Assessment of Students

Document Number

JMDC / Policy /PAS /25-05

DATE OF LAST REVISION:				
DATE OF ISSUE:	05/08/2025			

**Controlled Document
Not Valid if Photocopied**



	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy /PAS /25-05

Table of Contents


Distribution list.....	4
Purpose & Scope.....	5
Eligibility for sitting in Professional Examinations.....	6
Quality Assurance Measures.....	7

	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy /PAS /25-05

DISTRIBUTION LIST:

The following personnel are on the controller distribution list:

- Principal
- Vice Principal
- HODs of Teaching Departments
- Research Cell
- Quality Enhancement Cell
- Student Affair
- Examination Department
- Medical education

	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy / ____ / ____

1. Purpose

This document outlines the assessment policy for undergraduate students at Jinnah Medical and Dental College (JMDC), under the academic governance of Jinnah Sindh Medical University (JSMU). The policy ensures the use of valid, reliable, and standardized assessment practices aligned with national and international educational standards.

2. SCOPE:

The policy is applicable to the medical and dental students from 1st till final year of Jinnah Medical and Dental College.

3. Internal Assessment

- Internal assessment constitutes **20%** of the overall weightage in each course for MBBS and 10% for BDS.
- The internal assessment includes continuous evaluation through written tests, practical exams, clinical skills, and log book entries.
- **Formative assessments** are a regular and integral part of the academic schedule, with each department having the flexibility to devise their own plan for its implementation.


4. Assessment of Knowledge, Skills, and Attitudes

Appropriate tools are utilized to assess the comprehensive competencies of BDS students:

- **Knowledge:** Multiple Choice Questions (MCQs).
- **Skills:** Objective Structured Practical Examinations (OSPE), Objective Structured Clinical Examinations (OSCEs), clinical practical exams, direct observation of procedural skills (DOPS).
- **Attitudes and Professionalism:** Direct observation, Mini-CEX, OSATs and faculty evaluations.

5. Table of Specifications

- A Table of Specifications (TOS) is developed collaboratively by JSMU in conjunction with all constituent and affiliated colleges, including JMDC.

	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy / ____ / ____


- This table is strictly followed in the development of examination papers to ensure alignment with course learning outcomes and curriculum standards for the professional exam.

6. Summative Assessments and External Examiners

- Final summative examinations are conducted under the supervision of JSMU and include both internal and external examiners to maintain objectivity and quality.
- External examiners are appointed by JSMU to evaluate practical (OSPE), clinical (OSCE) components of the professional examinations.

Eligibility for sitting in Professional Examinations is as follows:

- 90% overall Class Attendance
 - o Lectures, Tutorials, Practicals given equal weightage
 - o Principal may condone up to 10% shortage based on Internal Assessment
- 90% Attendance all Clinical Wards with passing marks in all Clinical Ward Tests.
- Minimum 40% aggregate marks on all Internal Examinations
- o Module Tests, Semester Exams, Midterm, Pre-Professional Examinations
 - MBBS/BDS 1st Year: Complete all Professional Communication assignments with passing marks
 - MBBS 1st & 2nd Year: Obtain passing marks in Behavioural Sciences & Research Module assessments
 - MBBS 2nd Year: Presentation in Journal club at least twice in a year
 - MBBS 4th & Final Year: CPC Presentation at least once in a year
 - Skills Labs: Must be completed with passing marks
 - Research Paper must be completed before MBBS Final Professional Examination and BDS Third Professional Examination.

	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy /PAS /25-05

Students Failing to Meet Eligibility Requirements:

- Will not be allowed to sit in 1st attempt of Professional Examination.
- Will be allowed to sit in the re-take. BUT only if all deficiencies of eligibility criteria for professional examination (excluding deficiency of class attendance and deficiency of aggregate marks) have been met.

7. Log Books and Clinical Tracking


- Log books are used to monitor clinical exposure, procedural competencies, and attendance in clinical settings.
- Log book evaluations contribute to internal assessment and help ensure students meet minimum clinical requirements.

8. Quality Assurance Measures

- All internal assessments and University professional examinations undergo a rigorous item review process before administration.
- Following final summative assessments, post hoc item analysis is conducted by JSMU to ensure reliability and effectiveness of the assessment tools.
- Following pre-professional assessments, post hoc item analysis is conducted by medical education JMDC to ensure reliability and effectiveness of the assessment tools.
- Each department is responsible for developing their own question items and submitting them to the Department of Medical/Dental Education by the assigned deadlines.
- Department Heads are also responsible for contribution of question items for Question Bank at JSMU, as and when requested.

9. Review and Feedback

- At JMDC, item review is conducted by dedicated faculty from the Medical/Dental Education Department, and constructive feedback is sent to relevant Department Heads.
- Online student feedback is collected at the end of each course/year and is made available for faculty to review and use for continuous improvement.

	Document Name	Policy for Assessment of Students
	Document Number	JMDC / Policy /PAS /25-05

10. Faculty Development

- Regular faculty development workshops are held to build capacity in MCQ construction, OSCE station development, and other assessment methodologies.
- These workshops aim to uphold high standards in assessment design and execution and to enhance the overall quality of dental education at JMDC.

11. Implementation and Review

- This policy is applicable to MBBS and BDS programs conducted at JMDC and will be reviewed periodically to ensure continued alignment with JSMU regulations and international best practices.