



Sharif Medical & Dental College, Lahore

JatiUmra, Raiwind Road, Lahore

Tel: 042-7860101-04, Fax: 042-7860105

Assessment Policy for Sharif Postgraduate Medical Institute (SPGMI)

1. Purpose

- The purpose of this Assessment Policy is to outline the principles, processes, and practices for the assessment of postgraduate students at Sharif Postgraduate Medical Institute (SPGMI). This policy aims to ensure fairness, transparency, and academic integrity in the evaluation of students, supporting their learning and professional development while maintaining the high academic standards of the institution.

2. Objectives

- The objectives of the assessment policy are to:
- Ensure assessments are aligned with the learning outcomes and objectives of the curriculum.
- Provide clear and transparent guidelines for both students and faculty regarding the assessment process.
- Ensure that assessment practices are fair and consistent.
- Provide timely, constructive feedback to students to enhance their learning.
- Maintain the confidentiality and security of assessment materials and results.

3. Scope

- This policy applies to all postgraduate programs at SPGMI, including but not limited to M.Phil., FCPS, MD, and other specialized postgraduate degrees. It covers both formative assessments, which are conducted throughout the program, and ensures that summative assessments align with the requirements set by UHS and CPSP.

4. Assessment Principles

- The following principles shall guide all assessments at SPGMI:
- Fairness: All assessments shall be conducted in a manner that ensures equal opportunity for all students to demonstrate their learning and abilities.
- Transparency: Assessment methods, criteria, and expectations will be clearly communicated to students at the beginning of each course/module.
- Timelines: Results will be provided in a timely manner to allow students to understand their performance and areas for improvement.

5. Types of Assessment

- Assessment methods used in postgraduate programs at SPGMI will include:
- Formative Assessments: These are ongoing assessments aimed at monitoring student progress and providing feedback. Examples include:
 - Assignments and essays
 - Case-based discussions
 - Clinical skills evaluations
 - Group discussions and presentations
 - Peer assessments
- Summative assessments, including final examinations and evaluations, will be conducted in accordance with the guidelines and requirements established by UHS (University of Health Sciences) and CPSP (College of Physicians and Surgeons Pakistan).

6. Assessment Criteria

- **Written Exams:** Written exams will assess theoretical knowledge and applied understanding of clinical or research topics. They will be designed to cover the entire syllabus and test the critical thinking, problem-solving, and analytical skills of students.
- **Practical Exams:** Practical assessments will evaluate students' ability to apply theoretical knowledge in clinical or laboratory settings. This includes patient interaction, diagnostic skills, procedural competence, and clinical judgment.
- **Assignments/Dissertations:** Research projects, assignments, and dissertations will be evaluated based on research methodology, originality, critical analysis, clarity of presentation, and contribution to the field.
- **Clinical Evaluations:** Students' clinical skills and professional conduct will be assessed by direct observation, feedback from clinical supervisors, and structured clinical assessments.

7. Feedback and Results

- **Feedback:** Constructive feedback will be provided immediately after each assessment. This feedback will highlight strengths and areas for improvement and will help guide further learning.
- **Results:** Assessment results will be provided immediately after the completion of the assessment. Results will be communicated through official channels directly via the Department Office.
- **Reassessment:** In case of failure, students will be given the opportunity for reassessment as per the program guidelines, in alignment with UHS and CPSP requirements. Reassessment may be in the form of supplementary exams or an alternative assessment method.

8. Academic Integrity and Plagiarism

- SPGMI maintains a strict policy against academic dishonesty, including plagiarism, cheating, and falsification of academic records. All students are required to adhere to the institution's academic integrity guidelines. Violations will result in disciplinary action, which may include disqualification from assessments or dismissal from the program.

9. Special Considerations

- **Students with Disabilities:** SPGMI will provide reasonable accommodations for students with documented disabilities. This includes adjustments in assessment methods and extra time, if required, to ensure fair opportunities for all students.
- **Extenuating Circumstances:** Students who are unable to attend an assessment due to illness or other serious reasons must notify the relevant authorities in advance. Evidence (e.g., medical certificates) may be required, and arrangements for rescheduling assessments will be made where appropriate.

10. Review of the Assessment Policy

- The Assessment Policy will be reviewed every two years or whenever there are significant changes in academic practices, regulations, or student feedback. Any amendments to the policy will be communicated to all relevant stakeholders.

Principal

Sharif Medical & Dental College