

**KERALA UNIVERSITY OF HEALTH SCIENCES  
THRISSUR, KERALA 680596**

**Abstract**

KUHS- vetting of Examination Manual - modifications suggested by Sub Committee constituted by Governing Council – approved- Orders issued.

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**Examination Branch**

No.184/2018/Exam General

14/05/2018

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Read: 1) UO. No. 168/2018/Exam General dt. 23/03/2018  
2) Minutes of the 45<sup>th</sup> meeting of Governing Council dt. 21.04.2018  
3) Orders in file No. 5358/2018/A2/GC/ Exam Gen /KUHS/ dt. 14/05/2018

**Order**

The 44<sup>th</sup> meeting of Governing Council has constituted a Sub Committee for vetting the draft Examination Manual before the final approval by G C vide paper read as (1) above. The Sub Committee met on 13.04.2018 and has suggested the following modifications, (that is to add clauses to give effect to the following) to Examination Manual: -

1. Reasonable time may be given to Question Paper setters for preparing question papers.
2. Question Paper setters making repeated mistakes may be warned
3. Question Paper setters may be appointed from the ‘concerned subjects’ for preparing question papers.
4. Students, Invigilators and Chief Superintendents may be banned from using Mobile phones inside the examination hall.
5. Chairpersons of Centralized Valuation camps should physically verify the answer books randomly, evaluated by different Evaluators.

Vide paper read as (2) above, the 45<sup>th</sup> meeting of Governing Council has considered the suggestions of the Sub Committee and also decided to include the following in the Examination Manual:-

1. Definition of various terms used in the Examination Manual,
2. Procedures for conducting meetings of BoE, Pass Board, Examination Committee and other relevant Bodies,
3. Procedures for keeping Examination related records,
4. Formats of various pro forma,
5. The Officers responsible and time schedule for service delivery under Right to Services Act.

It was also decided (i) to accept the modification suggested by the Sub Committee constituted for vetting draft Examination Manual, (ii) to authorize the present Sub Committee for finalizing the Examination Manual after including the appropriate modifications and to publish the same and (iii) to publish the Ordinances and Regulations wherever necessary as per the KUHS Act.

Vide paper read as (3) above, the Hon'ble Vice Chancellor has accorded sanction for implementing the decision of the GC with regard to the approval of modifications suggested to the draft of Examination Manual.

Orders are issued accordingly.

Sd/-

Dr P.K.Sudhir

**Controller of Examinations**

To

All Members of the Governing Council (with C/L)

All Members of the GC Sub Committee

Copy to:-

PS to VC/PVC, PA to Registrar/FO/CE

JR Academic,

SM-IT, KSAD, SF,FC

Forwarded by Order

Section Officer