



CMH Lahore Medical College
Abdur Rehman Road
Lahore Cantonment
Telephone 042 - 36605550
No: 08 / DME / CMH / LMC
6th Feb 2017

To: All Parents / Students

Info: All HoDs

Subject: **Mandatory 75% Attendance for University Examination**

Ref: NUMS letter No.02/Registrar/NUMS dated 24 Jan 2017.

1. A minimum attendance of 75% is **MANDATORY** "individually" in each subject being taught in that year (in lectures / demonstrations / tutorials / practical / Clinical sessions) in order to being eligible for University Examination.

2. **National University of Medical Sciences (NUMS)** has taken a very Firm Stance on the issue as under:-

* *No student is eligible for a University examination without having attended 75% of the lectures, demonstrations, tutorials and practical or clinical work both in-patients and out-patient, in each subject separately.*

3. In view of the above students / Parents are being informed in the start of the session to:-

- a. **Be very careful** not to miss any class / academic activity.
- b. **Students with less than 75% attendance will not be allowed to appear in the University Exam.**
- c. **There will be no extra classes, at any stage, to make up the deficiency of attendance.**
- d. Students with less than 75% attendance may get **detained-in the previous class.**

Brig (R)
Acting Principal/Chief Executive
(Shakeel-Ur-Rehman Afridi)



CMH Lahore Medical College
Abdur Rehman Road
Lahore Cantonment
Telephone 042 - 36605550
No: 03 / DME / CMH / LMC
26th Dec 2016

To: All students / Parents

Info: All HoDs

Subj: **Academic Session 2016-2017- Important College Decision**

1. Important decisions pertaining to all MBBS/BDS classes for Academic Session 2016-2017 taken by the Academic Council are as under:-

a. **Winter Vacations (2016-2017)**

There will be "No Winter Vacations" for all MBBS/BDS classes for the session 2016-2017.

b. **CO-Curricular Week :**

College Co-Curricular Weeks will be organized from 4th March (Saturday) to 12th March (Sunday).

c. **Summer Vacations 2016 - 2017**

Summer Vacations of all MBBS and BDS classes except 2nd year MBBS will be granted from 27th May 2017 to 2nd July 2017 and for 2nd Year MBBS will be from 10th June 2017 to 16 July 2017 and from 2nd year BDS will be from 17th June to 23rd July 2016.

Attendance Compensation for Electives Attended during Summer Vacations / other Holidays.

- (1) Compensation in attendance can only be granted if the electives were undertaken during active academic period.
- (2) Students should not be compensated for attending electives during summer vacations / holidays.

d. **Re-Test of Class/Ward Test / Mid Term/Final Term Exams:-**

- (1) There will be "no re-test for absent / failed students" in Class / Ward Tests / Mid Term / Final Term exam, except in genuine cases e.g acute illness etc.
- (2) Even in such cases the student will give an application to the Principal through Medical Education Department, explaining reason for absence. Only medical record of CMH Hospital will be taken as evidence except in situation where the same cannot be provided.
- (3) For late rejoining / last year supplementary students, departments must take re-test of the missed period tests of such students.

e. **Policy for Counting Attendance / Academic Performance**

While calculating attendance / academic performance for sending admission for University Annual exam **all subjects taught during that year** will be included to calculate required attendance / academic performance.

g. **No Attendance / Academic Performance compensation for Extra-Curricular Activities within the College**

No attendance / academic performance will be counted for extra-curricular activities within the college for compensation of attendance/academic performance; however attendance / academic performance can be counted for participation in such activities in some other institute / college, with prior permission of the Principal.

h. **Criteria for Sending Admission for University Annual Examination.**

Following criteria is approved by the Academic Council:

(1) **Regular Students**

- i. Strictly minimum **75% attendance in all subject taught** during current year.
- ii. Minimum **50% marks in class tests / ward test / mid term and Final term exams for all the subjects taught** during current year.

(2) **For Last Year Supplementary Students**

As for regular students, excluding the exempted days.

(3) **For Students Joining Late**

The academic period prior to joining of the students will be excluded while calculating the attendance / Academic Performance.

(4) **For Detained Students of Previous Year**

- i. Admission of the students will not be stopped.
- ii. Internal Assessment of the students will be endorsed by the HoDs as per student's attendance and academic performance of the previous / present year, whichever is higher.
- iii. Detained students should attend minimum 75% classes in Subjects in which they have failed.

i. **Completion of Clinical Quota-BDS**

Apart from mandatory minimum 75% attendance and 50% academic performance, students must complete their required clinical quota before being eligible for sending admission for University annual exam.

j. **Prep-leave for University Supplementary Exams:**

Supplementary students will be facilitated to concentrate on their University Supplementary Exam as under:-

(1) **For supplementary students who have to appear in all papers:**

2 x weeks prep-leave before the start of first theory paper and whole theory / viva exam period off.

(2) **For supplementary students who have to appear in less than all papers:-**

- i. 2 x weeks prep-leave before the first theory paper and days off as per the date sheet before each paper / viva and a day off for concerned supply paper / viva.
- ii. There can be a break of much longer period between theory and viva exam, however 3 x working days off will be granted before start of first viva exam.

2. The information is being provided to all the students / Parents well in time to prepare for the academic pursuits accordingly.

Lieutenant Colonel(R)
Assistant Director Medical Education
(Zafar Khurshid Ch)