



SAFI INSTITUTE OF ADVANCED STUDY (SIAS)



REMEDIAL POLICY

**INTERNAL QUALITY ASSURANCE CELL
(IQAC)**





SAFI Institute of Advanced Study (SIAS) offers committed support to prepare its students to meet their academic needs. The remedial practice aims at assuring the students with this support where the students are offered with remedial coaching by the teachers who is bestowed with the responsibility of guiding them. The guidelines have been developed as a means of refining standards and benchmarks for the teaching and learning processes of the institution to strengthen the pedagogy of student-centered learning. Below are the guidelines that faculty members can use to identify their students' learning diversity and to provide programs that are appropriate for learners at different levels.

- ❖ Student Induction Program (SIP) must be conducted at the starting of every academic year by the Institution and at departmental level to familiarize them with the new environment and prepare them for new role.
- ❖ Bridge courses are required to be conducted for all the students to tackle the gaps they experience in the new learning environment. These bridge courses should have a summative evaluation system that can be used to identify student's different learning levels and skill acquisition levels.
- ❖ Each department should identify the students' learning levels with the help of their entry level marks, Induction courses, Bridge courses, Internal exams, and mentoring activities.
- ❖ Advisory books are provided, in which mentors enter basic details of the student, family history, past and present academic performance
- ❖ Timely internal evaluation methods like internal class tests, assignments, seminars, etc are suggested to the departments
- ❖ A proper mentoring system is to be followed for continuous monitoring of the students' learning levels.
- ❖ The students who are identified as slow learners should be provided with remedial classes with bilingual explanations, peer learning, one-to-one learning, etc.
- ❖ Additional evaluation procedures are to be adopted for the slow learners as open book exams and home assignments apart from regular internal class tests and examinations.



- ❖ One-on-one counselling should be offered to the students who are in serious need of further assistance in their academic learning, those who have poor self-esteem, and those who fail to generate a passion for their studies.
- ❖ All departments are asked to deliver various skills development programs for advanced beneficiaries to set the stage for success.
- ❖ IQAC and the Academic Council co-host an event to announce awards and recognition to students who perform best in both academics and extra-academic activities.
- ❖ Teachers are advised to adopt experiential, participatory and problem-solving methods for transmitting knowledge and skills.
- ❖ Besides this, the students shall be motivated to prepare for competitive exams like NET/JRF/CAT, etc. or They should also be offered a range of career guidance programs and encouraged to participate in competitive programs organized by other colleges and institutions.
- ❖ Workshops on Research Methodology and SPSS are required to be conducted to develop research bend among the advanced learners.
- ❖ Students should be invited to take the initiative in the participation and presentation of papers at workshops and seminars respectively.
- ❖ Formation of groups and forums is encouraged to acquire additional skills through different activities like writing magazines, newsletters, etc.
- ❖ Research projects are part of the academic program, and for which teachers are advised to guide their students to take up the projects on relevant and contemporary issues which have social applications.
- ❖ Separate department libraries, language labs, mathematics classes, etc are to be formed to help the students in attaining communication, logical reasoning and problem-solving skills.
- ❖ Proper registers are to be maintained for all the programs provided to advanced and slow learners.



Objectives of Remedial Coaching

Remedial Coaching is to be organized at Undergraduate / Postgraduate level with a view to

- ❖ Improving academic skills and linguistic proficiency of the students in various subjects.
- ❖ Raising their level of comprehension of basic subjects to provide a stronger foundation for further academic work.
- ❖ Strengthening their knowledge, skills and attitudes in such subjects, where quantitative and qualitative techniques and laboratory activities are involved so that proper guidance and training provided under the programme may enable the students to come up to the level necessary for pursuing higher studies efficiently.