

REGULATIONS FOR IMPLEMENTATION OF ORDINANCE 16

GUIDELINES FOR APPOINTMENT OF EXAMINERS FOR MD/MS, DIPLOMA AND DM/MCH IN FACULTY OF MEDICAL SCIENCES, GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

a. Qualification and experience of the examiners

- i. An examiner to be appointed for any subject must fulfil a minimum requirement for recognition of post-graduate teacher as per rules laid down by the University / Medical Council of India.
- ii. For the examination of MD/MS there should be at least four examiners in each subject out of which at least 50% of examiners should be external examiners. The external should be from a different University.
- iii. For diploma examination there shall be two internal and the two external examiners.
- iv. For DM/MCh examination there should be two external and two internal examiners.
- v. An external examiner may be appointed for a maximum of two years consecutively. There after he may be re appointed but only after a gap of two years.
- vi. The examiners (internal and external) who set the written examination papers must also conduct the clinical/practical examination.

b. Appointment of internal examiners for MD/MS

- i. To be eligible, all the teachers who qualify must inform the Chairman, Board of Studies in writing through the head of Department/institution that he/she qualifies.
- ii. The examiners (internal) will be appointed from the faculty in the respective institution by rotation.
- iii. No one who is not a recognized teacher of the University may be appointed.
- iv. One of the internal examiners should be a professor. The second examiner would be chosen by rotation; however, to be an examiner he/she must have a minimum of five years of teaching experience as a faculty member after post graduation or equivalent experience.
- v. The School of Medical Sciences of the University each year will prepare a fresh list of the eligible examiners.
- vi. The examiner must include at least one or more professor.
- vii. Honorary/visiting/emeritus professor/part time or ad-hoc teachers are not eligible to be an examiner.
- viii. Internal examiners are appointed for one year only by rotation.
- ix. The names for examiner- ship should be sent to the Chairman, Board of Studies at least 3 months prior to the examination.

- x. An internal examiner can still be considered if he has been transferred or retired if the period since transferred / retired is less than 3 months.
- xi. Based on teacher's experience and specialty in the field, a list of names of examiners will be prepared by the School of Medical Sciences.
- xii. In case the internal examiners for the above cadre are not available, the internal may be drawn from another category.

c. Appointment of internal examiners in diploma courses

- i. Every teacher who qualifies to be an examiner must inform in writing to the Chairman, Board of Studies through his Head of Department / Institution.
- ii. The names for examinership should be sent to the Chairman, Board of Studies at least 3 months prior to the commencement of the examination.
- iii. The two internal examiners will be drawn from the institution.
- iv. One of the internal examiners should be a professor. The second examiner would be chosen by rotation, however, to be an examiner he/she must have a minimum of five years of teaching experience as a faculty member after post graduation or equivalent experience.
- v. In case an internal examiner from the above cadre is unavailable then the examiner may be drawn from another category.
- vi. Honorary/emeritus/visiting professors or part time/ad-hoc teachers are not eligible to be appointed as internal examiners.
- vii. An internal examiner is appointed for one year only.
- viii. In case of retirement, transfer, the university may allow the person to conduct examinations if the retirement/transfer is less than three month.
- ix. Based on the experience a list of names of the examiners will be prepared by the School of Medical Sciences.

d. Appointment of internal examiners in DM/MCh courses

- i. The guidelines mentioned for the PG degree course, will be applicable for appointment of examiners for DM, MCh.
- ii. There shall be two internal examiners in each subject.
- iii. Internal examiners can only be from institutions which run the courses.
- iv. One of the examiner must be Professor.
- v. The examination venue will be only those where the course is conducted.

e. Miscellaneous

- i. Number of days for conduct of examinations shall be determined by the chairman Board of Studies of the School as per MCI norms.
- ii. If requisite numbers of external examiners are not present one can make local arrangements for the above.