

UNIVERSITY OF DELHI
FACULTY OF MEDICAL SCIENCES

GUIDELINES AND RULES FOR APPOINTMENT OF EXAMINERS FOR MBBS/BDS COURSE

A. QUALIFICATION OF EXAMINERS:

An examiner shall possess MBBS Degree with Post- Graduate Degree (MD/MS) or an equivalent qualification in the particular subject concerned from a recognized University as per recommendations on teachers qualifications prescribed by the Medical Council of India and approved by University of Delhi. However, in the subjects of Anatomy, Physiology, Bio-Chemistry, Microbiology, and Pharmacology qualification could be M.Sc. with D.Sc./Ph.D. in the concerned subject as per recommendations of Medical Council of India and approved by University of Delhi.

B. EXPERIENCE FOR EXAMINERS:

The person, being appointed as examiner, should have obtained at least five years previously the requisite post-graduate degree qualification in the subject as per recommendations of Medical Council of India on teachers' eligibility qualifications, and should have at least five year total undergraduate teaching experience in the subject at a faculty position in a recognized Medical College.

C. APPOINTMENT OF INTERNAL EXAMINERS:

1. Except Head of the Department of subject concerned in a college, All other Professor/Associate Professors/Readers/Assistant Professors/ lecturers, who are teaching the subject in a Medical College affiliated to the University of Delhi, shall be eligible for appointment by rotation as Internal Examiners in the subject concerned provided, they fulfill the qualifications and experience as laid down in Clause A & B. Out of internal examiners, one examiner shall be a Professor and Head of the Department in the college.
2. Non Medical Scientist engaged in the teaching of Medical students in a College affiliated to the University as whole time basis in the Department of Anatomy, Physiology, Bio-Chemistry Microbiology and Pharmacology may be appointed examiners in their concerned subjects provided they possess requisite doctorate qualification and five years teaching experience of Medical student after obtaining their doctorate qualification provided Fifty per cent of the examiners (Internal and External) shall be from the medical qualification stream.

3. Every teacher may inform to the Chairman, Committee of Course and Studies in writing through his/her concerned Head of Department/Institution that he/she qualifies for appointment of examiner, by 30th October.
4. The teacher should have taught the students in the same Department in the same College for at least 6 months before appointment as internal examiner.
5. Eligible Internal examiners in medical college shall be considered for appointment each year by rotation in each Medical College separately. A panel of category-I i.e. Professors and Category-II i.e. Associate Professors/ Readers/Assistant Professors/Lectures will be maintained by Faculty of Medical Sciences on the basis of the date of joining in that category.
6. There shall be a minimum of three internal examiners in each subject in all the three Medical Colleges. In the subject of Surgery, one additional examiner shall be from Orthopedics. The number of internal examiners can be modified by Committee of Courses and Studies of respective discipline, depending on the number of students appearing in the examination.
7. Two Internal Examiners will be from Category-I and one from Category-II in one year and one from Category-I and two from the Category-II in the next year (alternate year by rotation) internal Examiners from Orthopedics will also rotate alternate years from the Category -I and Category-II.
8. In case the internal examiner from any of the category is not available in that particular institution, the internal examiner may be drawn from the other category from the said institution. All the eligible teachers in a medical college should get equal opportunity for examiner ship.
9. The Committee of Course and Studies shall meet at least three months prior to the commencement of particular examinations for the appointment of Examiners.
10. No person shall be appointed internal examiner, unless she/he is holding appointment on a full time teaching post of Professor/ Associate Professor/ Reader/ Assistant Professor/ Lecturer in a medical college/ teaching Institute.
11. Ordinarily, no more than 40 students should be examined on one day for practical/ clinical examination. In case, the duration of the examination exceeds 5 days a medical college may have two sets of external examiners to be appointed by the Committee of Courses and Studies. One set will conduct the examination on first 3-4 days, the other set would conduct the examination on next 3-4 days, however, the internal examiners will remain the same. The number of days of examination would be decided by Committee of Courses and Studies of respective discipline

12. There shall be a Chairman of the Board of paper-setters who shall be an Internal Examiner by rotation among the medical colleges, and shall moderate the theory question paper. The meeting of the Board of Examiners should be held by rotation in all the Medical Colleges, on the first day of practical examination before commencement of the examination.
13. During an academic year, the Internal Examiners in a subject shall not accept External Examiner-ship in a College from which an External Examiner has been appointed for MBBS examination in their department.
14. In the event of transfer or retirement of an internal examiner, the person concerned may remain as examiner, in case the examination is held within three months of the transfer/retirement of the incumbent concerned. However, no T.A. /D.A. shall be admissible to them
15. No teacher appointed as internal examiner should refuse examiners ship. In case of genuine hardship like illness, the application seeking exemption from examiner ship should be submitted through Head of the Institution. The teacher seeking exemption shall be appointed as internal examiner for next years examinations.

D. APPOINTMENT OF EXTERNAL EXAMINERS:

1. External Examiners shall be appointed from the rank of Professors and Associate Professor/Readers from any Indian University other than Delhi University provided, they fulfill the requisite qualification and experiences as laid down in clause A and B.
2. There shall be a minimum of three External Examiners each in all the three Medical Colleges.

In the subject of Surgery one additional External Examiner from Orthopedics shall also be appointed.

3. For Supplementary Examinations there shall be two Internal Examiners each in all the three Medical College and only two External Examiners who will rotate in all the three Medical Colleges. In the subject of Surgery, there would be additional one internal examiner from Orthopaedics in each medical college and one external examiner from Orthopedics who will rotate in all the three medical colleges.

E. PERIOD OF EXAMINER SHIP:

The internal Examiners shall be appointed for a period of one year by rotation.

The External Examiners shall rotate at an interval of two years.