



POLICY ON PAPER SETTING / MARKING AND TIMELINE
OF PROFESSIONAL EXAMINATIONS FOR MBBS & BDS STUDENTS
BAHRIA UNIVERSITY, ISLAMABAD

POLICY STATEMENT

(Reference: PMC Medical and Dental Undergraduate Education (Admissions, Curriculum and Conduct) Regulations 2021)

1. Each professional examination for MBBS and BDS students will be conducted by Bahria University, Islamabad directly in terms of setting the examination and its checking and marking. No constituent, affiliated or administered college will be permitted to set the paper or mark the same.
2. The professional examinations for MBBS and BDS will be conducted by Bahria University, Islamabad and the results announced by or before 15th January of each year unless for reason beyond the control of the university the examinations are delayed.
3. Any delay in the examinations will be informed in advance to the Authority by the university.

PROCEDURE ON PAPER SETTING / MARKING

4. Moderation activity and paper setting will be carried out at BUHO under the supervision of Controller Examination, involving External and Internal subject specialists. In that, the External Moderators will be from Medical and Dental Colleges other than that of BU CUs/AUs. Whereas, for nominations of Internal Moderator for each subject, BU CUs/AUs will forward the names of the panel. It will be the prerogative of BUHO to select the Moderators from the lists forwarded by both CU and the AU.
5. Similarly, for paper checking and marking, Panel for each subject shall be forwarded by BU CUs/AUs to Exams Dte at BUHO. Out of which BU Exams Dte, at its own discretionary powers, will select the examiners accordingly.
6. The Panel list for Moderators shall be provided at least two weeks before the moderation schedule. Whereas, Panel list for paper checking is to be forwarded along with Annual Exams Schedule/ Date Sheet.

TIMELINE FOR PROFESSIONAL EXAMINATIONS AND RESULT DECLARATION

7. Examination schedule in normal circumstances is tabulated below:

ACTIVITY	PROPOSED DATES TO MEET PMC TIMELINE	
	BUMDC (CU)	FMDC (AU)
Commencement of Final Exams	1 Nov - 15 Dec	
Complete uploading of results by examiners on CMS	By 10 th day after the conclusion of each professional exam	Submission of results by 10 th day after the conclusion of each professional exam.
Uploading of PRN (Provisional Result Notification)	27 Dec	Letter of PRN will be sent to FMDC on 27 Dec
Retotaling correction process	27 Dec to 4 Jan	
Declaration of Results (DRN) on CMS	5 Jan	Declaration through letter for FMDC 5 Jan
Results to be forwarded to DHS	10 Jan	
Result uploading to PMC by DHS(within 10 days)	10 Jan	
Scheduling of Supplementary Exams	10 Feb – 1 March	
Complete uploading of results by examiners on CMS	By 10 th day after the conclusion of each professional exam	Submission of results by 10 th day after the conclusion of each professional exam.
Uploading of PRN (Provisional Result Notification)	12 Mar	Letter of PRN will be sent to FMDC on 12 Mar
Retotaling correction process	22 Mar	
Declaration of Supplementary Result	24 Mar	Declaration through letter for FMDC 22 Mar
Results to be forward to DHS	25 Mar	
Result uploading to PMC by DHS(within 10 days)	30 Mar	

8. Any delay in the examinations will be informed in advance by the Controller of Examination, BUHO to the Authority (PMC) through DHS.