



# **MANAKULA VINAYAGAR**

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## **INSTITUTE OF TECHNOLOGY**



**(An Autonomous Institution)**

Kalitheerthalkuppam, Puducherry - 605107

Ph: 0413 2643007 Website : [mvit.edu.in](http://mvit.edu.in)

### **Standard Operating Procedure for ADVANCED/FAST AND SLOW LEARNERS**

Approved in the Governing body meeting held on August 21, 2024

(Updated in 2024)



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## NOTIFICATION

In pursuance of the approval passed in the Governing Body meeting held on August 21, 2024, it is hereby notified that Manakula Vinayagar Institute of Technology has published the updated Standard Operating Procedure (SOP) for Advanced / Fast and Slow Learners.

The SOP for Advanced / Fast and Slow Learners would serve as a detailed guideline to be observed and followed with immediate effect.



Dr.S. Malarkkan

  
Principal  
**PRINCIPAL**  
MANAKULA VINAYAGAR  
INSTITUTE OF TECHNOLOGY  
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## **PREFACE**

The institution has a well-defined process of monitoring, guiding and assisting the Advanced/Fast as well as slow learners. The learning competency of the students would be assessed from their performance and grades in qualifying exam at the time of entering their first year and from their performance in internal assessment tests and end semester examinations. Regular cycle tests, two internal tests and one model examination are conducted every semester.

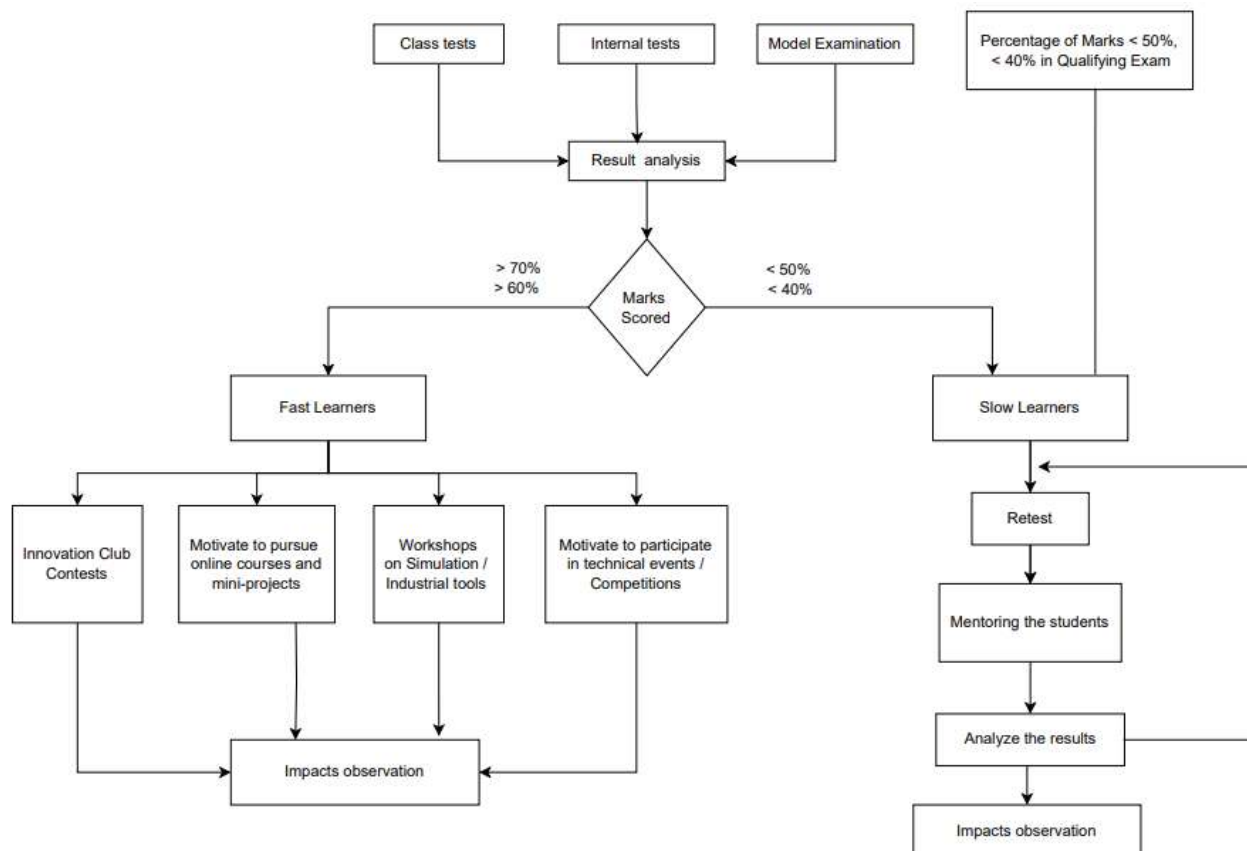
The performance or grades/marks obtained, interaction in class room and laboratory, their fundamental knowledge, understanding of concepts, articulation abilities etc. are also the indicators to categorize students as slow learners and advanced learners in a class.

The Advanced/Fast learners would be given opportunities to participate in varied co- curricular / extra-curricular/ Institute level extension activities and the performance of slow learners would be improved gradually through appropriate corrective measures

## STANDARD OPERATING PROCEDURE FOR ORIENTING / ENGAGING SLOW AND ADVANCED/FAST LEARNERS

### 1. PROCESS OF IDENTIFICATION OF SLOW AND ADVANCED/FAST LEARNERS

The institution follows a meticulous procedure to identify the slow and Advanced/Fast learners.



### 2. IDENTIFICATION CRITERIA AND CORRECTIVE MEASURE OF SLOW LEARNERS

#### 2.1. IDENTIFICATION CRITERIA OF SLOW LEARNERS

1. Students who have secured below 50% in qualifying exam (+2).
2. Students who scored below 50% marks (2013-17 regulation) and 40% marks (2023-24 regulation) in two or more subjects in internal assessments/ University exam results are identified as slow learners.

## 2.2. CORRECTIVE MEASURES AND IMPLEMENTATION PROCESS OF ASSISTING

### SLOW LEARNERS

S.No.	Identification Criteria	Actions Taken
1.	Students scoring less than 50% marks (2013-17 regulation) and 40% marks (2023-24 regulation) in the Internal Assessment and having more than 2 arrears in University Exams	<ul style="list-style-type: none"> <li>• Special classes will be conducted for slow learners after college hours i.e. from 4.40 pm to 5.30 pm after every assessment.</li> <li>• Faculty mentor follows Students progress regularly and supports them in overcoming academics difficulties.</li> <li>• Performances of the students are communicated after each internal assessment and University results. Parents meetings are arranged to improve their performance.</li> <li>• Tutorial classes will be conducted for analytical subjects.</li> <li>• Provide simplified study materials, solved university question banks to clear the University exams.</li> <li>• Initiate collaborative learning among the students by forming teams to discuss and clarify their doubts.</li> <li>• Necessary tools such as models, pictures, animated videos are employed to enhance the learning process of slow learners.</li> </ul>
2.	For the lateral entry students	Special coaching given for analytical subjects through remedial classes, simplified exam oriented materials and coaching are provided to them.
3.	Students who fail in the semester exams	Conducting coaching classes to those students before university exams to clear arrear subjects.

4.	Skill Enhancement	Mentors identify their skills through counseling and motivate them to participate in intra/inter technical and non technical events and outreach activities.
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### **2.3. EXPECTED OUTCOMES**

1. Improved performance in the internal assessments, model examinations and end semester University Examinations.
2. The number of students clearing the previous arrear papers to increase substantially.
3. Counseling by faculty and Parents should give a positive mindset and help slow learners to overcome the difficulties faced by them.
4. Enrichment of fundamental knowledge in core subjects thereby improving placement.
5. Student's participation in various competitions, events, activities to increase eventually.

### **3. IDENTIFICATION CRITERIA OF ADVANCED/FAST LEARNERS AND IMPROVEMENTS**

1. Students who have secured above 75% in qualifying exam (+2).
2. Students who scored above 70% marks (2013-17 regulation) and 60% marks (2023-24 regulation) in the Internal Assessment /high academic track records in the semesters are identified as academically Advanced/Fast Learners.
3. Students who scored above 80% marks and have participated in outreach activities, technical competitions are identified as Dreams students.

### 3.1. IMPROVEMENTS AND IMPLEMENTATION DETAILS OF ASSISTING ADVANCED/ FAST LEARNERS

S.No.	Identification Criteria	Actions Taken
1.	Students having high academic track records in the semesters.	<ul style="list-style-type: none"> <li>• Provide details of standard and higher learning level text books to be referred. Also suggest e-resources and journals.</li> <li>• Mentor to secure University ranks</li> <li>• Guide to take up competitive exams like GATE, GRE etc.,</li> <li>• Encourage and guide to participate in various technical events such as paper presentations, projects competition, Hackathon etc.,</li> <li>• Direct them to acquire knowledge on recent trends/technological advancements in their field.</li> <li>• Support and channel them to get industrial exposure through inplant training and internships</li> <li>• Introduce new tools / simulation softwares to enhance the problem solving ability.</li> </ul>
2.	Class Toppers	<ul style="list-style-type: none"> <li>• Awarded with certificate and prizes during achievers day celebration.</li> <li>• Cash incentives are given under</li> <li>• KESAVAN VIDYA PARIKSHHA YOJANA.</li> </ul>
3.	University Rank Holders	<ul style="list-style-type: none"> <li>• Awarded with Gold coin &amp; cash prizes.</li> </ul>

4.	Skill Enhancement	<ul style="list-style-type: none"> <li>• Conduct activities specifically for Dream students to enrich their skills thereby coping up with the technological advancements.</li> <li>• Encourage and guide to participate in Dream company Competitions / Internships/Hackathon and help them in grabbing Offers from tech giants like Google, Hacker earth, Microsoft etc.,</li> </ul>
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### **3.2.EXPECTED OUTCOMES**

1. Students to excel both in academics and co-curricular activities.
2. Number of university rank holders should increase considerably.
3. Placement records to be appreciable.
4. Student's participation in various technical events/competitions should increase and the number of students excelling should also increase year by year.

**In view of the above, Manakula Vinayagar Institute of Technology, Puducherry aims at:**

1. Identification of slow learners.
2. Tracking and assisting the slow learning students in improving their Academic Performance.
3. Identification of Advanced/Fast Learners,
4. Evolving opportunities / avenues for Advanced /Fast Learners to explore / showcase their skills and abilities.

Sd/-  
**Dr. S.Malarkkan**  
**Principal**





MIT-Manakula Vinayagar  
Institute of Technology

