

**STANDARD OPERATING PROCEDURE
FOR
SLOW & ADVANCED (FAST) LEARNERS**

- The slow learners and advanced (Fast) learners are identified based on their performance in previous examinations.
- Slow learners are identified based on poor class performance which is very much below class average and advanced learners are identified based on high performance which is much better than class average.
- The result analysis coordinator of the respective department will prepare the list of slow and advanced learners.
- The list of slow and advanced learners will be circulated to all concerned teachers and mentors.
- The mentors will counsel slow and advanced learners to identify their needs.
- The mentors communicate the needs of their mentees to the class teachers/Deputy chief proctor and respective HOD.
- The HOD and senior faculty of the department will discuss the activities to be required based on needs.
- The list of activities is circulated to all the teachers.

The following are the special programs / activities for slow and advanced learners.

1. SPECIAL PROGRAMS (ACTIVITIES) FOR SLOW LEARNERS:

- Remedial (Tutorial) classes conducted to Strength communication, mathematics and engineering fundamentals.
- Remedial classes will be conducted for tough/needly subjects to clarify the doubts.
- Subject faculty will provide question bank based on university question papers
- More problems from university question papers/question bank shall be solved to make them ready for university exams.
- Special attention in the class will be given with interaction with such students to build confidence and also through peer learning.
- Frequent communication will be made with their parents and regular monitoring will be done by proctor.
- The financial support for slow learners will *be provided by the management* based on their necessity.


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2. SPECIAL PROGRAMS (ACTIVITIES) FOR ADVANCED LEARNERS:

- Special attention in the class to involve in peer teaching to make them for leadership/presentation skill.
- Encouragement to prepare for online courses / competitive examinations.
- Motivate to carry out Innovative Mini project/ real time projects with financial support.
- Encourage them to participate in like symposiums, seminars, workshops, quiz contests.
- Encourage them to achieve rank/placement in good company/Higher studies.
- To promote them to publish paper in conference/Journal.
- The advanced learners are involved as a student representatives in various college committees.
- Frequent communication will be made with their parents and regular monitoring will be done by adviser & HOD.



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