



Commission for Faith Formation Exarchate of St. Ephrem, Khadki-Pune

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Dear Rev. Fathers, Rev. Sisters, Headmasters, Teachers and Students of Sunday School,

Prayerful Greetings from the Department of Catechesis

Thanks for conducting the I Semester examination in a meaningful way. Congratulations to all our children who secured A and A+ grade in the first semester examination. Congratulations to all the Agnitio winners.

I have been able to conduct orientation sessions for our teachers in all the districts. Thanks to all the district vicars for the cooperation and support. Based on the discussions held during these sessions and the feedback received, on 7th December, the Department convened a meeting to discuss and finalize possible changes that are required to improve the performance of the department. The meeting was presided by Msgnr. Varghese Mattamana. We contacted the district directors and the point persons from all the districts. 17 members were consulted, and the below points were discussed.

1. Whether we should go for internal assessment
2. If we should go for internal assessment, what should be the criteria for internal assessment
3. How to generate the questions for the examination

94% opined that we should go for internal assessment. It is decided that 10 marks will be for internal assessment and 40 marks will be for the semester examination. This process will start from the II Semester examination of 2018-'19. There should be a record maintained in the parish for verification of the internal assessment marks given. This should be provided during an inspection. The internal marks of every student should be sent along with the answer papers. The format for sending the marks will be communicated later. Please find below the details regarding the internal assessment.

Internal assessment details

#	Section	Verifiable Indicator	Max Marks
1	Attendance	Attendance Register	5
2	Overall participation in the Church activities 1) Liturgical participation 2) Common programs of the Church 3) Prayer meeting	Attendance Register or any record	5

Marks for Attendance

Above 90%	5 Marks
81-90%	4 Marks
71-80%	3 Marks
51-70%	2 Marks
Less than or equal to 50%	1 Mark

Participation

Liturgical participation	Punctuality and participation in the Sunday prayers, Holy Qurbano, Sacraments and other liturgical activities like Novena, adoration etc. as applicable for each parish	Maximum 2 Marks
Common programs of the Church	a) Participation in programs conducted in the parish and in the district b) Cultural programs	Maximum 2 Marks
Prayer Meeting	Participation in the prayer meetings	Maximum 1 Mark

Question Paper

Every district (Bangalore, Chennai, Hyderabad, Mumbai, Pune) will prepare one set of question papers for classes 1-12. The district director will choose the teachers for preparing the question paper. From the set received, the questions will be pooled. The existing question bank will be referred for setting the question papers. The final question paper will be prepared by the Department. The district directors will be intimated on a timely manner regarding the generation of question papers.

Question pattern

There is a change incorporated into the question pattern.

- The question pattern for Classes I, II and III remain the same
- The duration of the examination for all the classes from IV to XII will be 2 ½ hrs
- Essay (One and a half page) questions only for classes X, XI & XII
- One/Two sentences is renamed as Short Notes

Classes IV, V, VI, VII, VIII

Section	No of Questions	Marks per Question	Total Marks
One word	10	0.5	5
Bible Verses	5	1	5
True/False	5	1	5
Short Notes	5	2	10
Paragraph	2	4	8
Liturgical Hymn	1	3	3
Liturgical Prayer	1	4	4

Class IX, X

Section	No of Questions	Marks per Question	Total Marks
One word	10	0.5	5
Bible Verses	5	1	5
True/False	5	1	5
Short Notes	2	2	4
Paragraph	2	4	8
Essay	1	4	4
Liturgical Prayer	1	4	4
General Question	1	5	5

Classes XI, XII

Section	No of Questions	Marks per Question	Total Marks
One word	10	0.5	5
True/False	5	1	5
Short Notes	3	2	6
Paragraph	2	4	8
Essay	1	8	8
General Question	1	8	8

I request all parish priests to select a best teacher in your respective Sunday School and acknowledge them appropriately. I request your support and cooperation in executing the changes. The website is uploaded with the details.

Aurangabad parish will be attached to Pune district and Nashik parish will be attached to Mumbai district. Mumbai and Pune districts should inform parishes Aurangabad and Nashik on all general programs like training, orientation, cultural and sports activities. Mumbai and Pune district directors please ensure that the communication regarding the events is sent well in advance and their willingness to participate is checked.

God bless you all



Rev Fr Philip Pulipra
Exarchial Director of Catechesis