**TASHKENT MEDICAL ACADEMY**

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**Tashkent Medical Academy**

**Vice-rector for Academic Affairs,**

**Prof. Sh.A.Boymuradov**

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**"\_\_\_\_"\_\_\_\_\_\_\_\_\_\_\_\_\_2022 year**

**ON THE ORGANIZATION AND IMPLEMENTATION OF A RATING SYSTEM FOR ASSESSING THE KNOWLEDGE OF MASTER'S STUDENTS AT THE SCHOOL OF PUBLIC HEALTH**

**BYLAW**

**(2022-2023 for the academic year)**

**Developers:**

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**Tashkent - 2022 y.**

The procedure for monitoring and evaluating students' knowledge based on the credit-module system of education at the Tashkent Medical Academy

I. General rules

1. Based on this procedure, the purpose of monitoring and evaluating students' knowledge is to improve the quality of education, to achieve competitive personnel training by strengthening creative thinking skills, to prevent the formation of gaps in the student's mastery of science, to identify and eliminate them.

2. This procedure regulates the educational process, types of control, evaluation criteria, student transfer from course to course based on the credit-module system of education at the Tashkent Medical Academy (here in after referred to as the Academy).

3. The main tasks of monitoring and evaluating students' knowledge based on the credit-module system of education are as follows: monitoring and analyzing the level of students' formation of relevant knowledge, skills and qualifications in accordance with state educational standards, qualification requirements, professional standards; assessment of students' knowledge, skills and qualifications is based on the principles of state education standards, accuracy, truthfulness, reliability, transparency and provision of assessment in a convenient form; organization and analysis of mastering of science by students in a systematic way and within the specified time; development of students' independent work skills, organization of effective use of information resources; impartial and fair assessment of student knowledge and timely announcement of its results; establishment of an electronic system for evaluating students' knowledge during the educational process (introduction of an electronic journal and its effective maintenance, online acceptance of independent assignments in subjects).

4. Monitoring and evaluation of students' knowledge based on the credit-module system of education in subjects is carried out during the semester on the basis of evaluation criteria in accordance with these rules.

**II. Educational process**

1. The total volume of the study load in the Master's education courses consists of at least 120 (in the two-year period of study), 180 (in the three-year period of study) credits;
2. The number of credits that a student should acquire in one semester is 30 credits. In some cases, by the decision of the Council of the Academy, the volume of the study load in one semester can be determined in a different amount of credits. At least one month before the beginning of the academic year, the schedule of the educational process, educational plans, syllabuses of subjects will be published on the official website and educational platform of the Academy for students admitted to the 1st year.
3. Before the beginning of the educational process, students should familiarize themselves with the subjects indicated in the curriculum and register for elective subjects by the deadline.

**III. Types and forms of monitoring student knowledge**

9. Control of students' knowledge is carried out by conducting current, intermediate and final types of control depending on the nature of each subject.

10. The types and forms of subject control, the distribution of points for current, intermediate and final controls will be announced to students in the first session.

**Current control**

11. Current control is a method of determining and evaluating the student's level of knowledge and practical skills in science subjects.

12. Based on the nature of the subject, the current control includes oral questions, tests, interviews, supervision work, colloquium, case study, situational problem solving, projects, coursework, homework in seminars, laboratories and practical sessions. performance, independent educational tasks and other similar forms.

13. Current control is assessed at each session. The pedagogue records the student's attendance and the scores obtained in the current control in each lesson in the teacher's and electronic journals.

14. The responsibility for the full and correct reflection of the points scored by the student on the current control is assigned to the professor-teacher and the pedagogic staff teaching the relevant subject. Disciplinary measures will be applied to the pedagogic employee who did not include his indicators in the electronic journal.

**Intermediate control**

15. Mid-term supervision - after the completion of the appropriate section of the science program (including several subjects of science) during the semester, it is held during training sessions in order to determine and evaluate the level of knowledge and practical skills of the student.

16. Depending on the nature of the subject, intermediate supervision is conducted for compulsory subjects with a total number of credits of 4 (120 hours) and above. Based on the schedule, the interim control is carried out in oral, written, test or combined forms determined by the educational and methodical department based on the characteristics of the subject. will be drawn up by the Ministry of Education and approved by the vice-rector for academic affairs.

17. Mid-term control assignments are developed by pedagogues of the appropriate department within the framework of practical (laboratory, seminar) training and independent education topics and approved at the department meeting.

18. Only students with an average score of not less than 60% on current control will be included in the intermediate control. The student must have passed the intermediate control by the time of the final type of control in the subject.

19. According to the results of the interim control, the students who showed less than the qualifying score (60 points) and who did not participate for good reason can retake the interim control once, based on the order of the dean of the faculty, before the final control. is not included and is considered an academic debt.

20. Students have the right to appeal within 3 days after the midterm control. The appeal application is submitted personally by the student to the dean and is considered by the appeal commission.

21. The process of conducting interim control is carried out periodically with the participation of the commission formed from the department of quality control of education, and in cases of violation of the procedures of conducting it, the results of the interim control are canceled and the interim control is re-conducted.

**Final control**

22. The final control is conducted at the end of the subject in order to determine the level of mastery of the student's theoretical knowledge and practical skills.

23. The list of subjects subject to final control is drawn up by the credit module system management department and approved by the vice-rector for academic affairs. The form of final control (test, oral, written and combined form) is determined by the curriculum and approved by the Academy Council.

24. The tasks prepared for the final control are prepared by the relevant department pedagogues, covering the topics covered within the subject (auditory and independent study topics 50:50) and approved by the Academy's Scientific and Methodological Council.

25. The number of options for written or oral exams is formed depending on the number of students in the academic group.

26. In order to use the time efficiently during the computer test, it is recommended that the examiner be presented with 20-25 questions from each subject.

The base of science test tasks should include simple, medium and difficult levels, as well as pictorial and graphic tests.

27. Students who scored 60 points or more in current control, independent education of student, intermediate control of each type of control are included in the final control. Students who have received an unsatisfactory grade from the final inspection are allowed to retake the National Examination once with the permission of the dean's office. The second re-submission is carried out during the certification period on a paid basis according to the decision of the coordinating council, at the request of the student, in which the cost of payment is 30% of the amount of money paid for the summer semester.

28. The final control is conducted on the basis of the schedule approved by the vice-rector for academic affairs. At the end of each semester, two weeks are allocated for the final control (examination session) according to the schedule of the educational process.

29. The final control table is compiled by the credit-module system management department of education. Final control of more than one subject in one day is not allowed. The final control of subjects should be scheduled at least 2 days apart.

30. Students must arrive at the place of inspection at least 15 minutes before the time indicated in the final inspection schedule and follow the supervisor's instructions. not done.

31. Students must bring an identity document (student ID card, citizen's passport, ID card, military ID, driver's license) with them to enter the final inspection and show it before entering the final inspection room and during the final inspection. the student is not allowed to take final examinations.

32. Personal applications of students to the relevant dean of the faculty for an appeal on the results of the National Examination will be accepted within 3 days after the announcement of the results of the National Examination. Applications for appeal are recorded in the credit-module system management board of education, in which the essence of the problem to be appealed is indicated.

33. A student who has missed four or more classes (lecture, practical, seminar, laboratory) without a reason and has not mastered them will be excluded from this subject and will not be included in the next types of supervision.

34. Students who did not participate in classes due to illness and could not pass the current, intermediate and final tests within the specified time period, based on the order of the dean of the faculty, are allowed to pass them within two weeks after the student starts studying.

35. A student who is not included in the final control type or has not been included, as well as received an unsatisfactory grade (less than 60 points) in this type of control, is considered an academic debtor.

36. Transfer of existing academic debt is carried out at the initiative of the student with academic debt based on a specially prepared lesson schedule in the summer semester. A student who has not cleared the academic debt based on the results of retraining in the summer semester will be dropped from the course.

**IV. The procedure and criteria for evaluating student knowledge**

37. The student's level of mastery in each subject is carried out in the "100-point" evaluation system, and the results are expressed in whole numbers. These 100 points are distributed according to the types of control as follows:

The following types of controls are conducted for mandatory patriotism courses with a volume of 4 (120 hours) and above:

Current control - 50 points (current control 40 + independent education of student 10)

Intermediate control - 20 points

Final control - 30 points - 100 points

The following types of supervision are conducted for elective subjects with a volume of less than 4 credits:

Current control - 80 points (current control 60 + independent education of student 20)

Final inspection - 20 points

38. The current supervision of specialized subjects is carried out by evaluating the following types of work in a 100-point system: - theoretical knowledge of the student; - practical training of the student (practical/skills).

39. The ratio of theoretical knowledge and practical skills in theoretical subjects is 50:50, 100% theoretical knowledge is evaluated in social and humanitarian sciences.

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| № | **Type of subjects** | **Theoretical \*** | **Practical \*\*** |
| **1** | Theoretical | **50** | **50** |
| 2 | Social and humanitarian | **100** | - |

\* - solving questions and answers, written, situational problems, tests on the topic;

\*\* - practical skill.

40. The total score of the student in the subject during the semester is calculated by the following formula for each control type (CC, IC, FC):

***UB=0,5 \**** CC***+0,2\**** IC***+0,3 \**** FC

here: UB - Total score; CC - current control; IC - intermediate control; FC - final control.

41. Student knowledge is evaluated on a 100-point scale based on the criteria listed in the table below:

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| --- | --- | --- | --- | --- | --- | --- |
| **Ball** | **Degree** | **Ekvivalent ball** | **Grade** | | **Criterion** | |
| 90-100 | A | 4 | Excellent | | The student makes independent conclusions and decisions, can think creatively, conducts independent observations, can apply the acquired knowledge, understands the essence of science (topic), knows, can express, tell, has an idea about science (topic) | |
| 85-89 | B+ | 3,5 | Very good | | The student makes independent conclusions and decisions, conducts independent observations, is able to apply the acquired knowledge in practice, understands the essence of science (subject), knows, can express, tell, has an idea about science (subject) | |
| 71-84 | В | 3 | good | | The student conducts independent observation, is able to apply the acquired knowledge, understands the essence of science (subject), knows, can express, tell and has an idea about science (subject) | |
| 60-70 | c | 2,5 | Satisfactory | | The student is able to apply the acquired knowledge, understands the essence of science (topic), knows, can express, tell and has an idea about science (topic) | |
| 0-59 | F | 2 | unsatisfactory | | The student has not mastered the science program, does not understand the essence of science (topic), does not have an idea about science (topic) | |
| **Head of the department, Ph.D., professor** | | | | | **B.M.Mamatkulov** | |
| **Responsible for educational work, Associate Professor** | | | | | **I.R.Urazaliyeva** | |
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