

INTRODUCTION

Regulations on conducting intermediate attestation of higher education applicants at National Pirogov Memorial Medical University, Vinnytsya (hereinafter - the Regulations) regulates the general issues of organization and conduct of various types of control of educational achievements of higher education students after studying certain sections, topics of academic disciplines at VNMU.

In accordance with the Laws of Ukraine "On Education", "On Higher Education", Standards of Higher Education and other current legal documents, training of higher education at all faculties of VNMU provides for the implementation of the schedule of the educational process, curricula and programs in academic disciplines, individual curriculum; acquisition of practical skills, abilities, completion of specific educational tasks in accordance with the requirements of educational and professional programs, which allows to prepare a master's degree in accordance with the requirements of educational and qualification characteristics in the relevant specialties.

Qualitative organization of the educational process in VNMU, including at the departments and faculties, is aimed at achieving learning outcomes that meet the objectives of the study of academic disciplines, the acquisition of higher education knowledge, skills, professionally-oriented practical skills, general and professional competencies.

Violations by higher education applicants of the educational process schedule, missing classes, non-attendance and late completion of control measures (including final tests, tests, exams) in the disciplines, create difficulties and do not contribute to the quality of the educational process in VNMU.

1. GENERAL PROVISIONS

The Regulation on Intermediate Attestation of Higher Education Applicants Studying under the European Credit Transfer System (ECTS) is a normative document that regulates the organization of higher education applicants at National Pirogov Memorial Medical University, Vinnytsya and ways to improve the quality of the educational process.

Intermediate attestation of the results of higher education applicants is a special type of control that determines the level of academic achievement of higher education students after studying certain sections, topics of academic disciplines and is usually conducted during the semester.

Intermediate attestation does not provide for additional control measures. The results of the intermediate attestation are determined by establishing by the teacher of the academic group the current state of success of higher education students in this discipline, attending classes and the timeliness of modular tests, credits.

The results of the intermediate certification are taken into account by the departments and deans of the faculties for operational activities in order to optimize the organization of the educational process.

2. ORGANIZATIONAL STRUCTURE OF QUALITY CONTROL OF TRAINING OF HIGHER EDUCATION APPLICANTS

Purpose of conducting intermediate attestation:

2.1. Determining the successful completion of higher education curricula and curricula in disciplines (timely preparation of final tests, credits, exams and obtaining a final grade) in transitional disciplines studied in the last semester and the success of the current semester.

2.2. Introduction of intermediate attestation as a preventive measure to prevent the accumulation of academic debt in higher education applicants in academic disciplines at the end of the semester (academic year).

2.3. Determining the organizational and academic activities of heads of departments and deans of faculties on the quality of the educational process, control over the timely completion of modular tests, tests, exams by practicing missed classes, conducting regular individual work with students with higher education who have academic debt.

3. PROCEDURE AND TERMS OF INTERMEDIATE ATTESTATION OF HIGHER EDUCATION APPLICANTS AT THE DEPARTMENTS AND IN DEAN'S OFFICES

3.1. Carrying out of intermediate attestation assumes existence of effective operative communication between structural educational divisions of VNMU: academic and methodical department, departments and deans' offices regarding the learning outcomes of higher education students at:

- 1) the end of the current month;
- 2) 10th week of each semester;
- 3) the last week of each semester.

Functions of the head and staff of the department:

3.2. The department prepares for the intermediate attestation from the beginning of the academic semester, ensuring the proper quality of the organization of the educational process in accordance with current regulations. Particular attention is paid by the departments:

- analysis of the success of higher education applicants in transition disciplines, the study of which began in the last academic year (semester) and ends in the current semester (academic year), as well as the dynamics of liquidation of academic debt by higher education applicants in these disciplines;

- determination of higher education applicants who have missed classes and grades "unsatisfactory" in the disciplines of the current semester, in the period from

the beginning of the academic year (semester) to the order of VNMU term of intermediate certification;

- discussion at the methodical meetings of the department about the state of success of higher education applicants at the end of each month, providing information about the academic debt of higher education applicants and skipping classes to the relevant deans.

3.3. Functions of the head of the department during the analysis of the current success of applicants for higher education:

1) Analysis of current performance at methodical meetings of the departments.

2) Providing specific tasks to teachers for individual work with higher education.

3) Checking the dynamics of the elimination of academic debt by applicants for higher education.

4) Submission to the deans' offices of the relevant faculties by a certain date of the intermediate certification of information:

3.4. On the academic debt of applicants for higher education of the faculty in the discipline.

3.5. About absences of educational employment at department on educational discipline in the pre-certification period.

3.6. Functions of the dean of the faculty, his deputies, curator of ECTS

1) The dean's office prepares for the intermediate certification from the beginning of the academic year (semester), ensuring the proper quality of the organization of the educational process in accordance with current regulations.

2) Creates a commission to summarize the results of higher education at the end of each month and in the pre-certification period, consisting of the dean, deputy deans, ECTS curators, representatives of student government, elders of courses, streams.

3) At the beginning of each year (semester), at the end of each month analyzes the results of higher education students of the faculty of curricula in transition disciplines, the study of which ends in the current semester and disciplines of the current semester (academic year): success of modular tests, examinations by applicants for higher education, the number of applicants for higher education-debtors with skipping classes, grades "unsatisfactory".

3.7. This analysis is carried out on the basis of information provided by the departments in the appropriate forms, as well as provided by the heads of academic groups "Information on the performance and attendance of higher education students."

3.8 Functions of the commission:

1. The Commission analyzes the academic debt of higher education students in transition disciplines from the last semester, the term of which ends in the current semester.

3.9. The commission decides on the possibility of further education of higher education students who have academic debt, their deductions, providing training on an individual schedule, registration of academic leave, in accordance with applicable regulations and develops proposals for the dean's office on these issues.

3.10. Functions of the ECTS curator:

1) Obtaining information from the deans of the curator of the University of ECTS on the provided forms for summarizing the data on the results of the intermediate certification of higher education.

2) Drawing up a certificate for the vice-rector for scientific and pedagogical (educational) work.

3.11. Functions of the vice-rector for scientific and academic (educational) work:

1) Analysis of the work of faculties (deans' offices) of the results of intermediate certification

2) Determining the debt index of applicants for higher education faculties, as the share of the number of applicants for higher education-debtors to the contingent of applicants for higher education faculties, as an important rating indicator of educational activity.

4. FUNCTIONS OF STUDENT SELF-GOVERNMENT

4.9. Representatives of student self-government participate in the consideration of the results of the intermediate attestation by the Commission of the faculty, during the meetings and at the headmasters hear the applicants for higher education-debtors after summarizing the results of the intermediate attestation, determine the group of higher education academic debt, as well as the timely completion of PMC, exams and tests in disciplines.

4.10. Preventive measures are taken to reduce academic debt.

At the meetings of the Student Government:

4.11. determine the tasks of the chairmen and members of the student councils of the faculties regarding the optimal participation in the work of the Commissions of the faculties on summarizing the results of the training of the graduates;

4.12. listen to the reports of the chairmen of the Student Councils of the faculties on the results of the intermediate attestation;

4.13. develop and submit to the vice-rector for scientific and pedagogical (educational) work proposals for improving the organization of the educational process in VNMU.

5. FUNCTIONS OF STRUCTURAL DIVISIONS OF THE UNIVERSITY

Head of the educational department, head of the group for monitoring the quality of education, curator of the University for the implementation of the European credit transfer system:

5.1 Summarize the results of the intermediate certification of VNMU, prepare information for discussion at the Rector's Office and the Academic Council of VNMU;

5.2 Carry out systematic monitoring of the quality of the organization of the educational process, its compliance with regulatory requirements at the departments and deans' offices, the state and dynamics of learning outcomes of higher education;

5.3 The Vice-Rector for Scientific and Academic (Educational) Work is regularly informed about the results of the inspection.