

Approved

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PROVISION
ON THE POINT-RATING SYSTEM OF STUDENTS
KNOWLEDGE ASSESSMENT AT THE I. K. AKHUNBAYEV KSMA

Bishkek - 2019 г.

1. GENERAL PROVISIONS

1.1. This Provision regulates the point-rating system (PRS) for evaluating individual learning outcomes of students of the I. K. Akhunbayev Kyrgyz State Medical Academy (KSMA) in individual disciplines and interdisciplinary modules

1.2. The following normative documents were used in the development of this Provision:

- Law" On Education of the Kyrgyz Republic " No. 92 of April 30, 2003;
- Provision on the educational organization of higher professional education of the Kyrgyz Republic, approved by the Resolution of the Government of the Kyrgyz Republic of February 3, 2004 No. 53;
- Provision on control and intermediate certification of students of higher educational institutions, approved by the Resolution of the Government of the Kyrgyz Republic of May 29, 2012 No. 346;
- Recommendations of the Ministry of Education and Science of the Kyrgyz Republic "On the introduction of modular rating technology in the system of professional education»;
- Local acts and the Charter of the KSMA.

1.3. The PRS goals of students ' knowledge assessment are:

- increasing the motivation of students to systematically work on the study of disciplines during the semester;
- activation of self (independent) activity of students through their involvement in the management system of the educational work quality assessment;
- development of fair mechanisms for the formation of students objective assessment based on the total accumulated points in order to reduce corruption risks;
- improving the quality of training through the introduction of a control system (monitoring and evaluation) of students ' knowledge and skills;
- activation of teaching staff and students work to update and improve the content, as well as teaching methods;
- ensuring the comparability of learning outcomes with the international student knowledge assessment system;
- improving the level of educational process organization through the introduction of an automated AVN system.

1.4. The PRS of students' knowledge assessment is based on the following principles:

- structuring the content of each academic discipline into separate modules;
- openness and accessibility of the students' knowledge assessment results;
- regularity and objectivity of students' work results evaluation by awarding rating points;
- availability of feedback, which implies timely adjustment of the content and methodology of teaching the discipline;
- compliance with performance discipline by all participants of the educational process;
- integral assessment of the students all types of educational activities results provided for in the curricula.

2. BASIC CONCEPTS AND TERMS

The point-rating system (PRS) is a system of continuous cumulative quantitative assessment of students' mastering quality of main educational program academic disciplines.

Rating – a numeric indicator that displays the integrated assessment results of all types of student's educational activities in the disciplines in points.

Rating-discipline plan – a document that defines the order of studying the discipline, the set of student workload types, the schedule of control points, forms of knowledge control, ranges of assessment by control points.

A *disciplinary module (DM)* is a part of an academic discipline that has a certain logical completeness in relation to the established goals and results of education.

The current rating (CR) is the sum of the points scored for all types of classroom and extracurricular (independent/self) work on this disciplinary module.

Module control (MC) – assessment of knowledge, skills and abilities based on the results of performing test tasks on the mastered material of the disciplinary module.

Disciplinary module rating (DMR) - a numeric indicator that represents the sum of the points of the current rating and the points of the module control for the disciplinary module (**DMR=CR+MC**).

The rating for the interdisciplinary module (RIDM) is a numeric indicator that represents the arithmetic mean of all the DMR included in the interdisciplinary module, taking into account the indexing depending on the volume of the discipline

Semester rating (SR) - a numeric indicator that represents the arithmetic mean of all ratings for disciplinary modules in the semester $SR=(DMR1+DMR2)/2$

The average semester rating (ASR) is a numeric indicator that represents the arithmetic mean of all semester ratings.

Midterm rating (MR) - reflects the student's accumulated points in the discipline (average semester rating or rating in an interdisciplinary module) with a average coefficient of 0.9 ($MR=0.9 * ASR$ or $MR=0.9*RIDM$).

Final control (FC) - a form of control (test with the assignment of points / exam), conducted at the end of the study of the discipline.

The final rating (FR) is a numeric indicator that represents the sum of the current academic performance, bonus points and the results of the final control.

Bonus points (BP) - incentive points that are given to a student for additional scientific achievements.

Penalty points (PP) - are provided for skipping classroom classes, late passing of the MC and non-compliance with the rules and orders regulated by the local acts of the KSMA.

3. THE MODEL OF THE POINT-RATING SYSTEM FOR ASSESSING STUDENTS' KNOWLEDGE

3.1. PRS is implemented in accordance with the discipline rating plan (DRP), which contains information about the disciplinary modules, forms and timing of control measures, the ranges of the exposed points, the assessment criteria and other information (see Appendix 1)

3.2. Organization of the educational process of curriculum subjects are divided into a disciplinary modules, which represent a logically completed part of the course and are the set of knowledge, skills and practical skills, which are subject to control.

3.3. The number of disciplinary modules per semester depends on the complexity of the academic discipline, and should not exceed:

- 1 disciplinary module, if the amount of discipline is not more than 1.5 credits;
- 2 disciplinary modules, if the amount of discipline is more than 1.5 credits;

3.4. The Department approves the disciplines rating plans taught at the department, indicating the schedule of modular control and submits them together with a statement of the cathedral meeting protocols to the EMD by June 30 of the current academic year.

3.5. Students should be informed about rating plans for each discipline at the first lesson. Rating plans for each discipline should be posted on the KSMA website.

3.6. The standard document of accounting for the progress of students studying according to the point-rating system is the log/register of attendance and academic performance.

4. THE PROCEDURE FOR FORMING A STUDENT'S RATING INDICATOR

The rating assessment of students' knowledge in each academic discipline, regardless of its overall labor intensity, is determined on a 100-point scale in each semester and includes current, module and final control, as well as the accrual of bonus and penalty points.

4.1. Current control (current rating) is a continuous monitoring of the level of assimilation of knowledge and the formation of skills and abilities of students during a semester or academic year.

4.1.1. *The current rating* includes points for classroom (CW) and self-study of the student (SSS): the distribution of points depends on the ratio between CW and SSS and is reflected in the rating plans of the disciplines.

4.1.2. For disciplines with modular control:

- the maximum score for the current rating is 80; the credit minimum at which the student is allowed to take the module control is 48.

For disciplines that do not have modular control (students' choice courses, disciplines with a volume less than 0.5 credits):

- the maximum score for the current rating is 100; the credit minimum at which the student is allowed to take the module control is 60. (see Appendix 1)

4.1.3. *The classroom work* is evaluated according to a 5-point system (see Appendix 2), followed by transfer to a 100-point system (before conducting a modular control) according to specially developed tables.

4.1.4. Working out skipping practical classes, both for a valid/respectful and disrespectful reason, the student receives points of the current rating (according to the 5-point system).

4.1.5. If a student participates in various events to maintain the image of KSMA (Olympiads, scientific conferences, sports competitions, etc.) and there is a supporting document from the dean's office, the reason for missing classes in all disciplines is considered valid/respectful, and the student is given a maximum score (5 points) for one missed lesson in each discipline for the specified period of time. If the number of absences in the discipline is more than one class, then for the rest of the missed classes, the student must get points, if his classroom rating is below the credit minimum (at the same time, absences of classes are also considered for a valid/respectful reason).

4.1.6. Independent work/self-study of the student (SSS) includes the types of work determined by the department, including writing medical histories, protocols, forms, etc.

The forms of organization and evaluation criteria of the SSS are developed at each department individually in accordance with the specifics of the discipline

4.2. Module control (MC) is carried out at the end of the disciplinary module to assess the degree of assimilation of educational material and obtain a rating score.

4.2.1. The maximum score for the MC is 20; the minimum score is 12 points.

4.2.2. *The forms of modular control* of students' knowledge and evaluation criteria are established by each department, taking into account the specifics of the discipline taught. It can be tasks in the test form, interviews on control questions, seminars, laboratory work, abstracts, colloquiums, written tests, etc. Students should be informed about the terms of the module control at the first lesson.

4.2.3. If a student has missed classes and lectures in this discipline, he is allowed to pass the MC only after the liquidation of debts.

4.2.4. If the student has no academic debt, but his CR is below the credit minimum, the student is also not allowed to pass the MC. He must increase his rating (get the missing number of points) by completing additional tasks provided for in the course of studying this discipline.

4.2.5. In case of receiving a passing score for the CR below the maximum level, the student has the right to increase their current rating before conducting the module control. Only those students who have eliminated their academic debts are allowed to upgrade the current rating.

4.2.6. If a student has scored a threshold score on the MC, but wants to improve his rating, then one retake is allowed before submitting the statement to the dean's office (within two weeks from the date of the MC).

4.2.7. If the student receives less than 12 points for the MC, the student must retake the MC within two weeks.

4.2.8. If the student has not passed the previous MC, he may be allowed to pass the next MC until the formation of the semester rating.

4.2.9. *Modular control is not carried out* if the volume of the discipline does not exceed 0.5 credits per semester and in the disciplines related to the courses of students' choice (SCC)

4.3. The final control of the discipline (session) can be carried out in the following forms: a test with a score, an exam (oral, OSCE, testing). *The procedure for conducting the final control is reflected in detail in paragraph 7 of this Provision.*

5. TYPES OF QUANTITATIVE CHARACTERISTICS OF STUDENTS ' ACADEMIC PERFORMANCE

5.1. The sum of the points of the current rating and the points of the module control is the *rating for the disciplinary module* ($DMR=TR+MK$) and does not exceed 100 points.

5.1.1. The DMR is not calculated until the student passes the MC on the passing grade.

5.2. The arithmetic mean of the ratings of all disciplinary modules in the semester is the *semester rating*: $SR=(DMR1+DMR2)/2$ and does not exceed 100 points.

5.2.1 If the discipline consists of only one disciplinary module in a semester, the SR is equal to DMR1.

5.2.2 If the modular control of the discipline is not conducted a semester is equivalent rating to the current rating ($SR=TR$).

5.3. If the discipline is studied for several semesters, the semester average is calculated rating (ASR), which represents the arithmetic average of all semester ratings (SR) and does not exceed 100 points.

5.4. If a discipline is studied within the framework of an interdisciplinary module, then the ***Rating for the interdisciplinary module (RIDM)*** is calculated - a numeric indicator that represents the arithmetic mean of all the DMR included in the interdisciplinary module, taking into account the indexing depending on the volume of the discipline.

5.5. In the case when the discipline ends with an exam, a midterm rating (MR) is calculated, which reflects the student's accumulated points in the discipline (average semester rating or rating in an interdisciplinary module) with an average coefficient of 0.9 (**PP=0.9 * SSR or PP=0.9*RIDM**).

5.6. The final rating (FR) is the final integral assessment of student all types of educational activities in the discipline and is calculated by summing up the assessment of the current academic performance, bonus points and the results of the final control (if the discipline ends with an exam).

5.6.1. The maximum final rating for the discipline is 100 points; the minimum score is 60 points.

5.6.2. *The FR for the discipline ending with the exam* is the sum of the points of the midterm rating, bonus points and the final control ($FR=MR+BP+FC$).

5.6.3. *The FR for the discipline ending with the credit test* is the sum of the SR points (if the discipline is studied only for one semester) or the ASR (if the discipline is studied for several semesters) and bonus points ($FR=SR/ASR+BP$).

6. BONUSES AND PENALTIES

The point-rating system provides for the presence of incentive (bonus) and penalty points.

6.1. The teacher has the right to reward students for academic and scientific achievements with points not exceeding 10 points. Bonus points are combined with the points of the midterm rating (if the form of the final control for the discipline is an exam) or with the ASR (if the form of the final control in the discipline is a credit test).

6.1.1. Bonus points are awarded to the student for:

- participation in an intramural or intercollegiate Olympiad / conference – from 2 to 4 points,
- participation in the international Olympiad / conference - from 5 to 7 points,

- systematic participation in the work of the scientific group of the department – up to 2 points,
- availability of publications in a reviewed edition (domestic, foreign) - from 3 to 7 points.

The number of bonus points according to the above criteria is set by the department depending on the student's achievements (the place taken at the Olympiad or conference, publications in a domestic or foreign publication, etc.)

6.2. Penalty points (no more than 10 points) are provided for:

- skipping lectures and practical (seminar, laboratory) classes without a valid/respectful reason:
 - up to 25% of missing, deducted up to 2 points,
 - up to 50% of missing, deducted up to 5 points,
 - for 50% or more missing, up to 10 points are deducted, while the elimination of academic debt is carried out only with the permission of the dean's office;
 - late passing of the MC (more than 14 days after the MC according to the rating plan of the discipline) - deducted up to 2 points;
 - non-compliance with the rules and orders regulated by the local acts of the KSMA (including repeated violations of the form of dress-code: lack of a robe, cap, phonendoscope) - deducted up to 3 points.

6.2.1. Fines are not provided for students who have missed a lecture or a practical lesson for a respectful reason (it is mandatory to have access from the dean's office).

6.2.2. Penalty points for each discipline are deducted at the end of the semester from the indicator of the semester rating (SR) or at the end of the study of the interdisciplinary module from the DMR for each discipline.

7. THE PROCEDURE FOR CONDUCTING THE FINAL CONTROL OF THE DISCIPLINE

7.1. The final control of the discipline (session) can be carried out in the following forms: a test with a score or an exam (oral, OSCE, testing).

7.2. For admission to the exam or test, it is necessary to perform all the types of work planned for the program, regardless of the number of points scored in the discipline.

7.3. *If the SR (or ASR) scored by the student during the academic semester/year is 40-59 points*, then he is not allowed to take the exam or the above type of credit, and must get the missing number of points by

eliminating the existing academic debt or improving the rating in the credit week or in the session only with the permission of the dean's office.

If the student's SR (or ASR) is less than 40 points, then he is considered not to have mastered the discipline and is expelled from the KSMA.

7.4. *In the case when the form of the FC is a credit test, the student is considered certified in the discipline, if the final rating (FR=SR/ASR+BP) is at least 60.*

In the case where the FC form is an exam, the student is considered admitted to the exam if the midterm rating is at least 54 points.

At the same time:

- Students who have scored the sum of points MR+BP = 86-100 points ("excellent") or 76-85 points ("good") are free from passing the exam with the appropriate grade, provided that the student agrees with the received grade and points. If a student is free from taking the exam, the department must provide the dean's office with an statement of the cathedral meeting protocol with the attached agreed list of students who are free from taking the exam at the end of the test week.

- Students who have scored a total of MR+BB ≥ 76 points have the right to improve their rating by passing the exam.

- Students who have scored the sum of points MR+BB ≤ 76 points, pass the exam without fail.

7.5. The maximum number of points that a student can get passing the exam is 10; the minimum passing score is 6.

7.6. After passing the exam, the FR for the discipline is calculated, which is transferred on the scale into an assessment and is displayed in the statement and the record book on the day of passing the exam.

Scale for converting scores to international letter grades and their numeric equivalents

Баллы	Буквенное обозначение	Оценка по 4-х балльной системе
86-100	A	Excellent
80-85	B	Good
76-79	C	

68-75	D	Satisfactory
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60-67	E	Unsatisfactory
41-59	FX	
0-40	F	

7.7. If the student's FR after summing up all the indicators is more than 100 points, then 100 points are put in the record book.

7.8. The issue related to the student's desire to retake the exam in order to improve their FR is resolved in accordance with other regulatory documents regulating educational activities at KSMA.

7.9. In case of "no-show" for the exam, the student is allowed to retake the exam with the permission of the dean's office with an indication of the deadline.

7.10. If the exam score is below the set threshold (less than 6 points), the student must retake it. At the same time, the list and the record book are rated "unsatisfactory» on the day of the exam.

7.11. At the first retake, the student can get a maximum of 8 points. In case of receiving points below the established threshold (less than 6 points), the student must retake the exam again. At the same time, the report and the record book are rated "unsatisfactory".

In the case when the student received a passing score on the first retake (≥ 6 points), the FR is calculated for him and the following score is given in the statement and the record book:

- if the FR is in the range of 60 to 85 points – the score corresponding to these points;
- if the FR is in the range from 86 to 100 points, the FR is equal to 85 points and the rating is "good".

7.12. On the second retake, the student can get a maximum of 6 points. If the student has received a passing score (≥ 6 points), then the FR is calculated and the following score is given in the statement and the record book:

- if the FR is in the range from 60 to 75 points-the score is "satisfactory" with the corresponding points;

- if the FR ≥ 76 -the FR is equal to 75 points and the rating "satisfactory" is also given.

7.13. In the case of receiving a score below the established threshold (less than 6 points) in the second retake, the score sheet and the record book are rated "unsatisfactory". *The evaluation of the second retake is final. The FR for the discipline is not calculated.*

7.14. The final state certification of students is evaluated according to the regulations on the FSA (Order No. 137 of 24.05.2018)

8. THE MAIN FUNCTIONS OF THE PARTICIPANTS OF THE PRS ASSESSMENT OF STUDENTS ' KNOWLEDGE

Participants of the PRS are students, faculty members of departments, deans, Educational and Methodological Department(EMD), Center for the Development of Clinical Skills and Knowledge Assessment (CDCSKA).

8.1. EMD:

- organizes and ensures the work of specialized groups on the assessment of knowledge, the development of instructional and methodological materials on the PRS (regulations, instructions, recommendations, etc.);
- studies, summarizes and distributes the existing experience of assessing students ' knowledge according to the rating system;
- advises teachers on the organization of PRS training and assessment of students ' knowledge;
- develops unified forms of student knowledge assessment reports, registers, and rating lists;
- prepares and approves schedules for interim and final certifications.

8.2. CDCSKA:

- provides intermediate and final certifications;
- analyzes the test results.

8.3. Deans of faculties:

- organize the conduct of intermediate and final certifications in accordance with the schedule;
- conduct explanatory work with students on the implementation of the PRS;
- control the timeliness and completeness of the departments ' entry of all necessary data into the statements and rating lists;

- collect, process and analyze information about the results of the rating control of students' knowledge;
- monitor the progress of students.

8.4. Departments:

- develop and approve rating plans of disciplines;
- regularly analyze information about students' academic performance/achievement and attendance and submit information to deans' offices;
- conduct individual work with students based on the analysis of data on academic performance/achievement and attendance;
- develop and form a bank of test questions for the discipline and are responsible for the quality of test tasks;
- in the case of the final control in the form of an oral exam and/or OSCE, organize and ensure its conduct.

8.5. Teachers:

- promptly acquaint students with the content of the rating plans of the disciplines;
- keep a register of student performance/achievement;
- develop control tasks for the implementation of current and modular control;
- fill out the rating sheet of the performance /achievement accounting.

8.6. Students:

- get acquainted with the rating plans of the studied disciplines in order to organize their academic work on the study of the discipline;
- perform all types of educational work (including independent work/self-study);
- liquidate debts within the time limits established in the relevant documents;
- pass all forms of control within the time limits set in the relevant documents.

Discipline rating-plans

Discipline rating-plans 50/50			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 80 points Credit minimum – 48 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving and others. 	24	40
		SIW/ SSS	24	40
	Modular control (MC)- 20 points	<ul style="list-style-type: none"> • Written test work • Testing • Oral questioning • Colloquium 	12	20
	DMR=CR + MC		60	100

Discipline rating-plans 70/30 (theoretical departments)			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 80 points Credit minimum – 48 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving • writing prescriptions and others 	36	60
		SIW/ SSS	12	20
	Modular control (MC)- 20 points	<ul style="list-style-type: none"> • Written test work • Testing • Oral questioning • Colloquium 	12	20
	DMR=CR + MC		60	100

Discipline rating-plans 70/30 <i>(clinical departments)</i>			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 80 points Credit minimum 48 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving • writing prescriptions and others 	36	60
		Medical history	6	10
		SIW/ SSS	6	10
	Modular control (MC)- 20 points	<ul style="list-style-type: none"> • Written test work • Testing • Oral questioning • Colloquium 	12	20
	DMR=CR + MC		60	100

Discipline rating-plans 40/60 <i>(evening study/training)</i>			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 80 points Credit minimum – 48 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving • writing prescriptions and others 	18	30
		SIW/ SSS	30	50
	Modular control (MC) -	<ul style="list-style-type: none"> • Written test work 	12	20

	20 points	<ul style="list-style-type: none"> • Testing • Oral questioning • Colloquium 		
	DMR=CR + MC		60	100

Discipline rating-plans 70/30 <i>(without modular control)</i>			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 100 points Credit minimum – 60 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving • writing prescriptions and others 	42	70
		SIW/ SSS	18	30
	CR=SR		60	100

Discipline rating-plans 50/50 <i>(without modular control)</i>			Credit minimum (points)	Credit maximum (points)
Internal-disciplinary module N	Current rating (CR) - 100 points Credit minimum – 60 points	Classroom work <ul style="list-style-type: none"> • student activity in the classroom • oral test • practical work • task solving and others. 	30	50
		SIW/ SSS	30	50
	CR=SR		60	100

Criteria for scoring points in the classroom

Points	Criteria
5	It is awarded for a deep understanding of the educational material, for the ability to independently explain the studied provisions, for a logical and literarily correctly constructed answer, when the student does not make mistakes and is able to integrate the acquired knowledge with knowledge in related academic disciplines.
4	It is awarded for the correct assimilation of the program material, but the answer may contain inaccuracies and minor errors, both in the content and in the form of constructing the answer.
3	It is awarded if the student correctly applies specific terminology, knows the main, essential provisions of the educational material, but does not know how to explain them, makes some mistakes and inaccuracies in the content of knowledge and the form of constructing the answer.
2	It is awarded for poor assimilation of the material, and not for lack of knowledge. An unsatisfactory answer shows that the student is familiar with the educational material, but does not highlight the main points, makes significant mistakes that distort the meaning of what he has learned. He transmits information that he has memorized from the words of the teacher or from the textbook, but which is not logically processed in his mind, is not included in the system of scientific propositions and arguments.
1	It is awarded when the student refuses to answer, or their answer demonstrates a complete absence of educational material knowledge.