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Appendix No. 1  
to Order No. 31.08.2022 dated 1709-O



Ministry of Health of the Russian Federation

**Federal State Budgetary Educational Institution of Higher Education  
“North-Western State Medical University named after I.I. Mechnikova”  
under the Ministry of Health of the Russian Federation**

(FSBEI HE NWSMU named after I.I. Mechnikov of the Ministry of Health of Russia)

**PASSED by**  
Academic Board  
FSBEI HE NWSMU  
named after I.I. Mechnikov under the Ministry  
of Health of the Russian Federation  
August 31, 2022,  
Minutes No. 10

**APPROVED by**  
Order of the Rector  
of FSBEI HE  
NWSMU  
named after I.I. Mechnikov under the Ministry of  
Health of the Russian Federation  
dated 31.08.2022 No. 1709-O

**APPROVED**

At the meeting of the Council of Students  
of FSBEI HE NWSMU named after I.I.  
Mechnikov under the Ministry of Health of  
the Russian Federation  
Minutes No. 52 dated August 29, 2022

\_\_\_\_\_ Kh.M. Temurziyeva  
\_\_\_\_\_ 2022

**REGULATIONS**

**o on point rating system for assessing the academic achievements of students under bachelor’s degree, specialist's degree, master's degree programs of FSBEI HE NWSMU named after I.I. Mechnikov under the Ministry of Health of the Russian Federation**

**1. General Provisions**

1.1. These Regulations on point rating system for assessing the academic achievements of students under bachelor’s degree, specialist's degree, master's degree programs of FSBEI HE NWSMU named after I.I. Mechnikov under the Ministry of Health of the Russian Federation (hereinafter referred to as the “Regulations”) were developed in accordance with Federal Law No. 273-FZ dd. 29.12.2012 “On Education in the Russian Federation”, Order of the Ministry of Education and Science of Russia No. 245 dd. 06.04.2021 “On approval of the Procedure for the Organization and Conduction of Educational Activities Under Higher Education Academic Programs – Bachelor’s degree, Specialist's degree, Master's degree Programs”, federal state educational standards of higher education, Charter of FSBEI HE NWSMU named after I.I. Mechnikov under the Ministry of Health of the Russian Federation (hereinafter referred to as the “University”) and other local regulations of the University.

1.2. The point rating system (hereinafter referred to as the PRS) means a system for

quantitative assessment of the quality of mastering the academic program. At the same time, the studied discipline (module), practical training (hereinafter referred to as the “discipline, practical training”) is divided into a number of independent, logically completed sections (topics) for conducting relevant monitoring activities.

### 1.3. Objectives of introducing PRS:

- encouraging daily systematic work of students in bachelor’s degree program, specialist's degree program, master's degree program (hereinafter referred to as “students”);
- increasing the motivation of students to master professional educational programs based on a higher differentiation of assessment of the results of their academic work;
- obtaining a more accurate and objective assessment of the level of knowledge and level of professional training of students.

1.4. The Regulations apply to all types of monitoring: current monitoring of academic performance (hereinafter referred to as the “current monitoring”) and midterm assessment of students (hereinafter referred to as the “midterm assessment”) studying under bachelor’s degree, specialist's degree, master's degree programs (hereinafter referred to as the BSM).

1.5. The requirements of these Regulations are mandatory for all structural divisions and employees of the University participating in the implementation of BSM programs.

### 1.6. The following basic concepts and definitions shall apply in these Regulations:

- **Point** means a digital mark when assessing the academic activities of students and their achievements.

- **Monitoring activity** means an activity held in order to control the educational process and assess the academic performance of students, their achievements.

- **Control point** means the established date of completion of a stage of monitoring activities, which are located in a certain way throughout the study of a discipline and practical training.

- **Midterm assessment** means the monitoring activities held upon completion by students of the academic program, including a separate part thereof or the entire volume of a subject, a course, a discipline (module) of the academic program for the purpose of assessment of level of knowledge, abilities, skills and level of development of students’ competences. With the help of midterm assessment, the student's academic performance per semester (course) are assessed. Midterm assessment is carried out in the forms defined by the curriculum and in the manner established by the local regulations of the University.

- **Rating** means a total integral assessment that characterizes the level and volume of work of a student in the process of mastering educational material.

- **Rating list** means a list of students, compiled in descending order of their rating assessment and determining the success of each of them in comparison with fellow students within the same area of specialization (field of study) (see example in Appendix No. 1 to the Regulations);

- **Rating by discipline, by practical training** means the sum of points for all monitoring activities (current monitoring and midterm assessment) by discipline, practical training (see example in Appendix No. 2 to the Regulations).

- **Rating plan of discipline, practical training** means distribution of rating points for discipline, practical training by types of monitoring (current monitoring and midterm assessment (see example in Appendices No. 3, No. 4 to the Regulations).

- **Individual work of the student** means the planned academic, academic and research work of the students, performed both in the classroom and out-of-class based on the assignment and under the methodical guidance of a teacher, however without the direct participation of the latter. Individual work is a type of academic work and is accompanied by monitoring and assessment of performance.

- **Current monitoring** means a number of the monitoring activities directed to check of level of formation at the studying knowledge, abilities, skills and competences received during studying the material of a discipline, practical training for the fixed period of education.

- **Current academic arrear** means unsatisfactory results of current monitoring, absences.

- **Academic achievements of students** means the gained knowledge, abilities, skills and the developed competences which reflect the reached level of development of the identity of a future expert, timely mastering of the academic program.

## 2. Main functions of PRS participants

2.1. PRS participants are: students, teachers, practical training tutors from the specialized department of the University (hereinafter referred to as the “practical training tutors”), department heads, dean's office employees.

2.1.1. Students shall:

- familiarize themselves with these Regulations;
- receive information on the dates of passing the control points, the order of earning points and assessment criteria by discipline, practical training;
- perform all monitoring activities in accordance with the Rating plan of discipline, practical training (hereinafter referred to as the “Rating Plan”) during the entire period of studying the discipline, practical training;
- report on the implementation of monitoring activities on the dates of passing the control points;
- inform the dean's office employees about difficulties encountered during the implementation of the PRS, accept their recommendations for implementation.

2.1.2. Teachers shall:

- during the first lesson, inform students about the dates of passing the control points, the order of earning points and assessment criteria by discipline in accordance with the Rating Plan;
- implement PRS for assessing the students’ academic achievements in the discipline in accordance with the Rating Plan;
- inform students about the points earned by them for each monitoring activity on the dates of passing the control points;
- contact with the head of the department and employees of the dean's office on issues of improving academic performance;
- promptly bring to the attention of the dean's office information about students who failed to perform the monitoring activities in the discipline within the established time frame in accordance with the Rating Plan;
- participate in meetings of the department to discuss the quality of PRS implementation.

2.1.3. Practical training tutors:

- inform the students about the dates of passing the control points, the order of earning points and the criteria for assessing the practical training in accordance with the Rating Plan;
- implement PRS for assessing the academic achievements of students with regard to practical training in accordance with the Rating Plan;
- promptly bring to the attention of the dean's office information about students who failed to perform the monitoring activities in the practical training within the established time frame in accordance with the Rating Plan.

2.1.4. Heads of departments shall:

- ensure control over timely development of the Rating Plan;
- approve the developed Rating Plans, the schedule of consultations; regularly analyze information on PRS for assessing the academic achievements of students in the disciplines, practical training of the department;
- transfer a second copy of the approved Rating Plan to the dean's office of the faculty/institute;
- develop and implement measures for elimination of deficiencies revealed during PRS use.

2.1.5 Dean of the faculty/director of the institute, assistant dean of the faculty/director of the institute, records manager of the dean's office shall:

- organize midterm assessment in accordance with the academic schedule;
- prepare students’ Rating Lists;
- process and analyze information on the progress and results of the PRS implementation, promptly provide information to departments;
- together with the heads of departments develop and implement measures to eliminate

the shortcomings identified during the use of PRS.

### **3. Types and forms of monitoring the academic achievements of students**

3.1. The form, timing and assessment in points of the current monitoring and midterm assessment are established by the departments before the students begin to learn the discipline, undergo practical training in accordance with the work program of the discipline, the practical training program, and are brought to the attention of students during the first lesson (lecture or seminar type).

3.2. Within the framework of PRS, the performance of students in each discipline, practical training is assessed during current monitoring and midterm assessment.

3.3. Current monitoring is carried out during the semester. The current monitoring covers the assessment of the initial level of knowledge on the topic of training or/and the degree of assimilation of knowledge and skills gained during the training session.

3.3.1. The current monitoring of the level of development of students' competencies, acquired knowledge and skills at the previous stage of training required for successful mastering of the new discipline is carried out at the beginning of the study of the discipline in order to:

- adjust the discipline study trajectory;
- clarify the content of contact and independent work of students in the discipline;
- determine the forms of control.

3.3.2. Current monitoring is carried out by the teacher when students learn the material of the discipline, practical training for the fixed period of study.

3.3.3. Forms of current monitoring include: interview based on test questions; testing; module test; solving situational problems; assessment of the level of practical skills (abilities); laboratory work; writing essays, library-research papers, preparing reports, medical records, examination reports; doing tasks contained in the workbook, etc.

3.4. Midterm assessment in discipline, practical training is carried out in accordance with the curriculum, based on the labor intensity of the discipline, practical training at the end of the training period. Midterm assessment is carried out in the form of an exam and pass/fail tests.

3.5. The heads of departments, on the basis of these Regulations, before the beginning of the academic year, prepare and submit to the methodological commission on the area of specialization (field of study) (hereinafter referred to as the "MC") a draft distribution of rating points for the discipline, practical training by types of monitoring – the Rating Plan, which, after approval by the MC, shall be approved by the Vice-Rector for Academic Affairs by agreement with the head of the educational department and is communicated to the students.

3.6. Amendments and addenda to the Rating Plan are made by the department before the beginning of the academic year with the submission to the MC of draft amendments, which, after approval by the MC, shall be approved by the Vice-Rector for Academic Affairs in agreement with the head of the educational department and communicated to the students.

3.7. If a discipline, practical training is realized by several departments, a common Rating Plan shall be drawn up.

3.8. The Rating Plan is prepared in two copies, one is stored at the department, the second – in the dean's office of the faculty/dean's office of the institute.

3.9. The department ensures the development and compilation of the assessment materials used for all types of monitoring. Forms of current monitoring and midterm assessment and the assessment materials are chosen on the basis of methodological expediency, specifics of discipline, practical training, development of competencies. The monitoring forms shall comply with the discipline work program and the practical training program.

### **4. Organization of current monitoring and midterm assessment of students**

4.1. Current monitoring is carried out as part of the PRS for assessing the students' academic achievements applicable at the University.

4.2. To organize current monitoring of the academic achievements of students within the

discipline, practical training, control points are determined that are optimally located in the time interval for studying the discipline.

4.3. Control points for discipline, practical training are established in accordance with the discipline work program, practical training work program. Control points are recorded in the Rating Plan.

4.3.1. Monitoring of a part of the educational material studied after the last control point in the semester can be brought by the department according to the Rating Plan for the midterm assessment.

4.3.2. A student must pass all control points during the period of mastering the discipline and undergoing the practical training, otherwise the current academic arrear appears. Current academic arrear is liquidated in accordance with local regulations of the University.

4.3.3. The teacher is obliged to inform the students about the results of passing each control point.

4.4. Based on the results of the current monitoring in the discipline and practical training, the student is allowed for passing the midterm assessment.

4.5. The volume and level of assimilation by students of knowledge, abilities, skills and development of competences by programs of the corresponding discipline, practical training is measured using grades: “excellent”, “good”, “satisfactory”, “unsatisfactory”, “passed”, “failed”. If the discipline, practical training lasts more than 1 semester, then the part (hours) of the completed discipline, practical training in the semester, where in accordance with the curriculum there is no midterm assessment, is recorded with the wording “completed”, “not completed”.

4.6. The results of the midterm assessment are taken into account when considering in the established manner the issues of transfer from course to course, expulsions, as well as other issues, which are resolved taking into account the academic achievements of students.

## **5. Procedure for retaking control activities**

5.1. Control activities are subject to retake, if a student gets 0 points. A score of zero is given for an unsatisfactory grade or failure to attend a monitoring activity within the established timeframe.

5.2. The period for retaking monitoring activities during the semester in case of failure to attend or getting an unsatisfactory grade is established by the department. At the same time, the department is obliged to ensure the possibility of retaking monitoring activities at least once a week throughout the semester.

## **6. Methodology for forming a point rating assessment of academic achievements of students in the discipline, translation of a point rating assessment into a five point assessment system**

6.1. The final grade for assimilation of the discipline is assigned based on the five point assessment system according to the total points received following the results of the current monitoring and midterm assessment.

The maximum number of points that a student can receive in one discipline based on the results of current monitoring and midterm assessment, subject to timely attendance of the training sessions (excluding points for the Olympiads) – 100 points.

6.2. The determination of criteria for assessing the academic achievements of students within the framework of current monitoring for each discipline is carried out by departments taking into account the specifics of the basic professional degree program of higher education in the area of specialization (field of study) (hereinafter referred to as the “BPDP HE”). At the same time, timely attendance at training sessions is a mandatory criterion for assessing the academic achievements of students. Timely attendance at 100% of training sessions in the discipline is given a score of 10 points, if students miss more than 50% of training sessions without a good reason, points are not awarded for the specified criterion. Failure to attend a training session for a good reason is not considered to be an absence.

The department is also entitled to establish the results of Olympiads as additional assessment

criteria (for disciplines in physical education and sports – competitions). The number of points for Olympiads (competitions) in specific disciplines is determined by the department for which they are assigned. For Olympiads (competitions) maximum 10 points can be awarded in total. The points accumulated in the discipline for the Olympiad (competition) are taken into account in the total number of rating points in the discipline when passing midterm assessment with 11 points or more.

6.3. The maximum number of rating points for each monitoring activity within the framework of the current monitoring is determined by the department and depends on the discipline structure, the number of classroom hours and hours allocated for individual work, the importance of certain topics and individual types of work for the discipline assimilation.

6.4. Admission of the student to midterm assessment in the discipline is granted when at least 50 points are achieved according to the results of the current monitoring, subject to timely attendance of training sessions and the implementation of the Rating Plan.

The maximum rating value scored by the student based on the results of the current monitoring for all monitoring activities within the framework of a specific discipline is 60 points.

6.5. A Rating Plan for assessing the academic achievements of students is brought to the attention of each student at the beginning of studying the discipline at the first lesson (lecture or seminar).

The approximate distribution of rating points for the discipline by type of monitoring (current monitoring and midterm assessment) is presented in Table 1.

Table 1 – Sample Discipline Rating Plan

Monitoring Activity (Form of Monitoring) *	Total points per semester **	Rating Scale in Points	Scoring Criteria
<b>1. Current Monitoring</b>			
<i>Classroom work</i>			
- testing			
- module test			
- solving situational problems			
- interview based on test questions			
- assessment of mastering practical skills (capabilities)			
- laboratory work			
- other types of monitoring activities			
<i>Out-of-Class (electronic information and educational environment)</i>			
- testing			
- module test			
- solving situational problems			
- other types of monitoring activities			
<i>Individual work</i>			
- writing an essay, report, library-research paper			
- module test			
- writing medical records			

- publication of scientific articles, reports, abstracts of conferences			
- other types of monitoring activities			
Total points based on current monitoring results	60		
2. Points for timely attendance at training sessions (lecture-type classes, seminar-type classes)	10		...% - 100% - ____ points ...% - __ % - ____ points 0-49% - 0 points
3. Midterm assessment			
Pass/fail test/test with assignment of a grade (rating scale)	30		
Exam (Rating Scale)			
<b>In total</b>	<b>100</b>		
<b>Control points passing dates (2-3 control points)</b>			
Participation in Olympiads (competitions) ***			

\* shall comply with the work program of the discipline;

\*\* if the discipline is studied more than 1 semester, then the number of columns “Total points per semester” increases in accordance with the number of semesters;

\*\*\* specific events of the regional, All-Russian and international level are indicated, the nature of participation, winners (1st place) – no more than 10 points; prize-winners (2-3 place), laureates – no more than 5 points.

6.6. The list of monitoring activities (forms of monitoring), current monitoring and midterm assessment in the discipline is determined in the discipline work program. The scale and criteria of grades cannot change during the academic year.

6.7. The maximum number of points that a student can receive in the exam (pass/fail test/test with assignment of a grade) is 30. The minimum number of points with which a satisfactory response can be assessed is 11.

The approximate scale of assessment of the student's knowledge, abilities and skills in the exam is presented in Table 2.

Table 2 – Approximate scale of assessment of the student's knowledge, abilities and skills in the exam

Completeness of answer to test questions	Assessment based on a 30-point scale
Full answers to all test questions received	25-30
Quite complete answers to all test questions received	18-24
Incomplete answers to all or part of the test questions received	11-17
Incorrect answers to all or most test questions received	1-10
No answers to test questions received	0

6.8. In case of unsatisfactory passing of the midterm assessment (less than 11 points were scored), the final assessment grade for mastering the discipline is assigned: “unsatisfactory” / “failed” without taking into account the total number of points based on the results of current monitoring.

Students who are absent during the examination (pass/fail test/test with assignment of a grade), are awarded 0 points for the midterm assessment and a mark on non-attendance is made.

When passing the repeated, commission midterm assessment in the discipline, the final score in the discipline is assigned in accordance with the rules of this section, taking into account points for the current academic performance in the discipline, as well as points for attendance in the discipline, but excluding points scored during the previous midterm assessment in the discipline with the “unsatisfactory” grade (less than 11 points).

6.9. The final grade for the discipline ending with the exam, pass/fail test/test with assignment of a grade is assigned based on the five point scoring system according to Table 3.

Table 3 – Translation of the point rating assessment in the discipline into the five point scoring system

The sum of points scored based on the results of current monitoring and midterm assessment in the discipline, subject to timely attendance of training sessions	Grade given when the midterm assessment is passed with 11 points or more	
88-100	5	Excellent
75-87	4	Good
61-74	3	Satisfactory
61-100	-	Passed

6.10. Positive assessments, in obtaining which the discipline is considered to be assimilated by the student, are “excellent”, “good”, “satisfactory”, “passed”. If the discipline is studied for more than 1 semester and there is no midterm assessment between semesters (exam/pass/fail test/test with assignment of a grade), then for each semester points are assigned, based on the maximum value – 70 points (10 points of which is the maximum number of points for timely attendance at training sessions in each semester), the arithmetic mean score (in accordance with the rule of rounding a number to an integer) is set as the final score within the framework of the current monitoring of the discipline study. For midterm assessment, points are assigned based on the maximum value – 30 points.

An example of a formula for calculating the final grade for the discipline if the discipline is studied more than 1 semester:

$$2 \text{ semester: } Dr = (Tr1 + Tr2): 2 + Mr2$$

$$3 \text{ semester: } Dr = (Tr1 + Tr2 + Tr3): 3 + Mr3.$$

Abbreviations: Discipline rating – Dr, Rating of current academic performance in semester, taking into account points for timely attendance at training sessions – Tr, Midterm assessment rating – Mr.

6.11. Students who have not scored the established minimum amount of points within the current monitoring and midterm assessment in the discipline and have not eliminated academic arrear within the established time frame are expelled from the University as having failed to fulfill the duties of conscientious study of the academic program and implementation of the curriculum.

## **7. Methodology for forming a point rating assessment of academic achievements of students based on the results of passing the practical training, translation of the point rating assessment into a five point score system**

7.1. The final grade for undergoing the practical training is assigned based on the five point assessment system according to the total points received following the results of the current monitoring and midterm assessment.

The maximum number of points that a student can receive with regard to practical training based on the results of current monitoring and midterm assessment is 100 points (80 points are allocated for monitoring activities as part of the current monitoring, and 20 points are allocated for monitoring activities as part of midterm assessment).

7.2. The criteria for assessment of academic achievements of students within the framework of practical training (including research work) (hereinafter referred to as the “practical



training”) are determined at a meeting of the department responsible for organization and conduct of practical training, taking into account the specifics of BPDP HE in accordance with the program of practical training.

7.3. The list of monitoring activities (forms of monitoring) of current monitoring and midterm assessment with regard to practical training is determined in the program of practical training. The scale and criteria of grades cannot change during the academic year.

7.4. The maximum number of points that a student can receive in the pass/fail test (test with assignment of a grade) is 20. The minimum number of points with which a satisfactory response can be assessed is 5.

The approximate scale of assessment of the student's knowledge, abilities and skills in the pass/fail test (test with assignment of a grade) is presented in Table 4.

Table 4 – the approximate scale of assessment of the student's knowledge, abilities and skills in the pass/fail test (test with assignment of a grade)

Completeness of answer to questions	Assessment based on a 20-point scale
Full answers to all questions received	15-20
Quite complete answers to all questions received	10-14
Incomplete answers to all or part of the questions received	5-9
Incorrect answers to all or most questions received	1-4
No answers to questions received	0

7.5. A Rating Plan for assessing the academic achievements of students undergoing practical training is communicated by the practical training tutor to each student at the beginning of the practical training.

The approximate distribution of rating points for the practical training by type of monitoring (current monitoring and midterm assessment) is presented in Table 5.

Table 5 – Sample Practical Training Rating Plan

Monitoring Activity (Form of Monitoring)	Total Points	Rating Scale in Points	Scoring Criteria
1. Current Monitoring			
Execution of individual task			
Preparation of a practical training report and/or diary		15	Executed in accordance with methodological recommendations
		10	There are inaccuracies in the layout of sections
		5	Drawn up, but does not fully comply with the methodological recommendations
		0	Not drawn up
Characteristic			
Other types of monitoring activities			
Total points based on current monitoring results	80		
2. Midterm assessment			
Pass/fail test (rating scale)	20		
Test with assignment of a grade (rating scale)			
In total	100		
Control points passing dates			

7.6. Admission of the student to midterm assessment of practical training is granted if at least 20 points are received according to the results of current monitoring.

7.7. To receive a positive final assessment for undergoing practical training, it is necessary to have at least 5 points for each parameter of current monitoring activities and midterm assessment, if a student receives 0 points for one of the parameters of current monitoring and/or midterm assessment, then the final assessment for the practical training will be “failed”/“unsatisfactory”.

The minimum number of rating points that allows a student to get a “satisfactory” credit for undergoing practical training based on the results of current monitoring and midterm assessment is 25 points.

When passing the repeated, commission midterm assessment in the practical training, the final score in the practical training is assigned in accordance with the rules of this section, taking into account points for the current academic performance for practical training, but excluding points scored during the previous midterm assessment in the practical training with the “unsatisfactory”/“failed” grade (less than 20 points).

7.8. Points based on the results of practical training are awarded by the practical training tutor, taking into account the character reference of the practical training tutor from the organization.

7.9. Based on the results of undergoing practical training by the students, the practical training tutor summarizes the points received during the practical training (for current monitoring and midterm assessment), after which assigns a grade for the practical training.

7.10. The final practice training score is assigned according to the five point scoring system according to Table 6.

Table 6 – Translation of the point rating assessment in the practical training into a five point scoring system

Sum of points scored based on the results of current monitoring and midterm assessment in the practical training	Grade given when the current monitoring and midterm assessments are passed with 25 points or more	
85-100	5	Excellent
67-84	4	Good
25-66	3	Satisfactory
25-100	-	Passed

7.11. Positive grades for the practical training of a student to be deemed successfully completed are: “excellent”, “good”, “satisfactory”, “passed”.

7.12. If the duration of the practical training is more than one semester and there is no midterm assessment between semesters (exam/pass/fail test/test with assignment of a grade), then at the end of each stage of the practical training in accordance with the academic schedule points are assigned based on the maximum value of 80 points, and the arithmetic average score is assigned as a point for the current monitoring of practical training (in accordance with the rule of rounding the number to the nearest whole number). For midterm assessment, points are assigned based on the maximum value – 20 points.

An example of a formula for calculating the final assessment for practical training, if practical training is organized in more than one semester:

in two semesters:  $Pr = (Cr1 + Cr2): 2 + Mr2$

in three semesters:  $Pr = (Cr1 + Cr2 + Cr3): 3 + Mr3$ .

Abbreviations: Practical training rating – Pr, current performance rating – Cr, midterm assessment rating – Mr.

7.13. Students who have not scored the established minimum amount of points within the current monitoring and midterm assessment in the practical training and have not eliminated academic arrear within the established time frame are expelled from the University as having failed to fulfill the duties of conscientious study of the academic program and implementation of the curriculum.

## **8. Procedure for recording the results of academic achievements of students based on PRS**

8.1. Record of the results of academic achievements of students on the basis of PRS begins with the first lesson in each discipline, practical training and continues throughout the entire period of mastering the discipline, undergoing practical training.

8.2. The assessment (assignment of points, mark on the presence/absence of classes) is carried out by the teacher, practical training tutor in the log of attendance and performance of students at the end of each class or completion of a certain stage of practical work provided for by the discipline work program, the practical training program in accordance with the scale approved by the department.

8.3. The teacher (practical training tutor) who conducts training sessions in this discipline (practical training) is responsible for the reliability and timely record of the results of academic achievements of students.

8.4. The head of the department monitors and takes the necessary measures to strictly comply with the schedule for passing control points at the department. In case of incorrect (or

performed with deviation from these Regulations) calculation of the discipline rating, the department is obliged to correct the error without additional assessment.

8.5. In the course of mastering the discipline, undergoing the practical training, students should be able to get information about the current rating as of the date of passing the control point and information about the accumulated rating based on the results of passing all control points during the last week of the semester. Current information is posted by the department in the electronic information and educational environment of the University (hereinafter – EIEE of the University) after each control point and during the last week of the semester.

8.6. The ranking lists of students, determined by the results of the accumulated rating by discipline, practical training are prepared by the department no later than the last day of the semester.

8.7. The final five point score based on the results of the current monitoring, taking into account attendance and midterm assessment in the discipline (practical training), is put by the examiner (teacher of the department) in the examination (test) point and rating record (hereinafter referred to as the “record”) (see example in Appendix No. 5 to the Regulations) on the day of holding the exam (test).

8.8. One copy of the record with all completed columns is stored at the department. The second copy of the record is submitted by the department to the dean's office at the end of the midterm assessment in accordance with local regulations of the University.

8.9. The grade put in the record (column “Final 5-point Score/Passed”) is put by the examiner in the student grade record.

8.10. To ensure openness of information on the results of rating monitoring of academic achievements of students in the semester, the department forms ratings in discipline, practical training, which include lists of students in descending order of their rating points.

8.11. The rating in discipline, practical training at the end of the semester is transferred by the department to the dean's office, and is also placed by the department to familiarize students at the EIEE of the University. The dean's office places the Rating List of students in the area of specialization (field of study) per semester in the EIEE of the University after the end of the midterm assessment.

8.12. The head of the department is responsible for the implementation of the PRS by teachers, practical training tutors, filling out records by them, as well as the completeness, reliability and timeliness of submission of the information to the dean's office of faculties/dean's office of institutes.

8.13. Based on the rating by disciplines/practical training, presented by departments, the dean's office forms a rating list of students in the area of specialization (field of study) per semester and places it in the EIEE of the University after the midterm assessment.

8.14. The head of the department is responsible for ensuring the transparency of information about the current rating and the accumulated rating in discipline, practical training at the end of the semester.

8.15. The dean of the faculty/director of the Institute is responsible for ensuring the transparency of information about the performance results in the area of specialization (field of study) at the end of the semester.

8.16. Deans of faculties/directors of institutes during the semester monitor the use of PRS by departments and the timely submission of the results of midterm assessment to the EIEE of the University by employees of the dean's office.

8.17. The head of the University's Information and Communications Department is responsible for providing software and technical support for PRS, as well as for providing timely technical assistance to departments and dean's offices in the implementation of PRS.

## **9. Determining the rating for students who have completed a discipline, practical training, but do not have an assessment according to PRS (in case of transfer from other educational organizations, readmission, getting back from academic leave)**

9.1. If a student is transferred from other educational organization, readmitted, gets back from the academic leave, when forming a rating list, the student is awarded the minimum number of

points corresponding to the score according to the five point system:

9.1.1. For disciplines:

- excellent "5" equals 88 points;
- good "4" equals 75 points;
- satisfactorily "3" equals 61 points.

9.1.2. For practical training:

- excellent "5" equals 85 points;
- good "4" equals 67 points;
- satisfactorily "3" equals 25 points.

9.1.3. For disciplines, for which a test without assigning of a grade is provided, the grade "passed" equals 61 points; for practical training – grade "passed" equals 25 points.

9.2. If a student does not agree with assignment of minimum points for the discipline, practical training, he/she shall have the right to undergo an interview or pass an exam at the department where this discipline is studied, this practical training is arranged, after which the final point can be changed.



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**RATING LIST**

**of students \_\_\_\_\_ of faculty, course, \_\_\_\_\_ year of admission**

Field of specialization (field of study) \_\_\_\_\_

*code, name*

Form of study: intramural

Place in the rating	Full name of the student	Number of points per ____ semester (semesters)
1		
2		
3		
...		



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**RATING FOR DISCIPLINE, PRACTICAL TRAINING**

\_\_\_\_\_ *name of discipline (practical training)*  
of students \_\_\_\_\_ of faculty, \_\_\_\_\_ course, \_\_\_\_ year of admission

Field of specialization (field of study) \_\_\_\_\_

*code, name*

Form of study: intramural

\_\_\_\_\_. \_\_\_\_\_ 20\_\_\_\_

Place in the ranking	Full name of the student	Number of points
1		
2		
3		
...		



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**AGREED by**  
**Head of Training Department**

**ADOPTED**  
**by Vice-Rector for Academic Affairs**

\_\_\_\_\_  
*FULL NAME*  
« \_\_\_\_ » \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
*FULL NAME*  
« \_\_\_\_ » \_\_\_\_\_ 20\_\_.

**RATING PLAN FOR DISCIPLINE**

*Discipline Name*

Monitoring activity (form of monitoring)	Total points per semester	Rating scale in points	Scoring Criteria
1. Current Monitoring			
Total points based on current monitoring results			
2. Points for timely attendance at training sessions (lecture-type classes, seminar-type classes)			
3. Midterm assessment			
Pass/fail test/test with assignment of a grade (rating scale)			
Exam (Rating Scale)			
<b>In total</b>			
<b>Control points passing dates (2-3 control points)</b>			
Participation in Olympiads (competitions)			



Approved at the meeting of the department \_\_\_\_\_

Minutes dd. \_\_\_\_\_ » \_\_\_\_\_ 20\_\_\_\_ No. \_\_\_\_\_  
*Department Name*

Head of Department \_\_\_\_\_  
*Signature* *FULL NAME*

Approved by the methodological commission in the area of specialization (field of study)

\_\_\_\_\_  
*Code, name of area of specialization (field of study)*

Minutes dd. \_\_\_\_\_ » \_\_\_\_\_ 20\_\_\_\_ No. \_\_\_\_\_

Chairman of the Methodological Commission \_\_\_\_\_  
*Signature* *FULL NAME*



Ministry of Health of the Russian Federation

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(FSBEI HE NWSMU named after I.I. Mechnikov of the Ministry of Health of Russia)

**AGREED by  
Head of Training Department**

**ADOPTED  
by Vice-Rector for Academic Affairs**

\_\_\_\_\_  
*FULL NAME*  
« \_\_\_\_ » \_\_\_\_\_ 20\_\_.

\_\_\_\_\_  
*FULL NAME*  
« \_\_\_\_ » \_\_\_\_\_ 20\_\_.

**RATING – PLAN OF PRACTICAL TRAINING**

*Description of practical training*

Monitoring activity (form of monitoring)	Total Points	Rating scale in points	Scoring Criteria
1. Current Monitoring			
Total points based on current monitoring results			
2. Midterm assessment			
Pass/fail test (rating scale)			
Test with assignment of a grade (rating scale)			
In total			

<b>Control points passing dates (2-3 control points)</b>			
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Approved at the meeting of the department \_\_\_\_\_

*Department Name*

Minutes dd. " \_\_\_\_\_ " \_\_\_\_\_ 20 \_\_\_\_ No. \_\_\_\_\_

Head of Department \_\_\_\_\_

*Signature*

*FULL NAME*

Approved by the methodological commission in the area of specialization (field of study)

\_\_\_\_\_  
*Code, name of area of specialization (field of study)*

Minutes dd. " \_\_\_\_\_ " \_\_\_\_\_ 20 \_\_\_\_ No. \_\_\_\_\_

Chairman of the Methodological Commission \_\_\_\_\_

*Signature*

*FULL NAME*

Examination (test) point and rating record No. \_\_\_\_/\_\_\_\_

Primary/  
Repeated/  
Commission/  
Individual. term

Faculty:

Semester:

Field of specialization (field of study)

Academic year:

Subgroup:

Date:

Discipline:

Item No.	Last name, First name, Middle name of the student	Student grade record No.	Rating score for current monitoring taking into account timely attendance at training sessions	Rating score for exam/pass/fail test/test with assignment of a grade	Rating by discipline, by practical training	Final 5 point score/ passed	Examiner's signature
1						excellent	
2						good	
3						satisfactory	
4						unsatisfactory	
5						passed	
6						failed	
7						failed to attend	
8							
9							
10							
11							
12							

Dean of the Faculty/Director of the Institute:

Excellent .....  
 Good .....  
 Satisfactory .....  
 Unsatisfactorily .....  
 Did not attend .....  
 Average score .....

Table for recalculating points into grades

Rating for discipline	5 point score/passed
88 – 100	Excellent
75 – 87	Good
61 – 74	Satisfactory
0	Unsatisfactorily
61 – 100	Passed
0	Failed

Examiners: \_\_\_\_\_/\_\_\_\_\_  
 (teachers) \_\_\_\_\_/\_\_\_\_\_  
 \_\_\_\_\_/\_\_\_\_\_  
 \_\_\_\_\_/\_\_\_\_\_

Rating for practical training	5 point score/passed
85 – 100	Excellent
67-84	Good
25 – 66	Satisfactory

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Head of Teaching Department \_\_\_\_\_

0	Unsatisfactorily
25 – 100	Passed
0	Failed