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|  | <p><i>Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova</i></p> <p>METHODOLOGY OF ORGANIZING AND CONDUCTING THE GRADUATION / LICENTIATE EXAMINATION, a.y. 2021-2022</p> | <p>1/6</p> |
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APPROVED
minutes of the Senate meeting of
Nicolae Testemitanu SUMPh
no. 3/4 of 24.03.2022

METHODOLOGY
of organizing and conducting the graduation / licentiate examination
at Nicolae Testemitanu SUMPh, a.y. 2021-2022

I. GENERAL PROVISIONS

1. This Methodology is developed on the basis of the Framework Regulation on the organization of the examination for the completion of higher education, approved by the Order of the Minister of Education No. 1047 of 29.10.2015, the Regulation on the organization of licentiate (cycle I) and integrated (Licentiate and Master) education at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova approved by the Senate no. 2/2 of 27.02.2020, the Regulation on the organization of the graduation exam of integrated higher education at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, approved by the Senate no. 1/8 of 06.04.2017 and the Regulation on the development and defense of the graduation thesis at Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic of Moldova, approved by the Senate no. 3/7 of 25.03.2021.

2. The methodology sets up the principles of organizing the Graduation / Licentiate Exam in all study programs, which will take place in a.y. 2021-2022 in two stages (Senate decision no. 3/4 of 24.03.2022):

- a. public defense of graduation theses
- b. computer-assisted testing in UMIS.


3. The public defense of the graduation theses will take place with physical presence, within the Graduation / Licentiate Examination Board, approved by the Rector's Order in the presence of at least 2/3 of the number of members. If the theme of the thesis is interdisciplinary, the Interdisciplinary Assessment Board will be created by the Rector's Order.

4. Computer-assisted testing in UMIS will take place in the Academic Assessment Center, located inside Leonid Cobileanschi Teaching Block no. 1, 27, Nicolae Testemitanu str.

5. The organization of the Graduation / Licentiate Exam will be done according to the schedule drawn up by the dean's office.

5.1. The defense of the graduation theses will be done in the following terms:

- ◆ for the Medicine study program (for local and international students) during the period 10.05-20.05.2022;
- ◆ for the Preventive Medicine study program during the period 16.05-20.05.2022;
- ◆ for the Dentistry study program during the period 30.05-03.06.2022;

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- ◆ for the Pharmacy study program during the period 23.05-27.05.2022;
- ◆ for licentiate programs in Optometry and General Health Care during the period 24.05-28.05.2022.

5.2. The computer-assisted testing will be done in the following terms:

- ◆ for the Medicine study program – 01.06-02.06.2022, for students of the Faculty of Medicine no.1 and 03.06.2022 - for students of the Faculty of Medicine no.2;
- ◆ for the integrated higher education program in Preventive Medicine and the licentiate programs in Optometry and General Health Care – 31.05.2022
- ◆ for integrated higher education programs in Dentistry and Pharmacy – 06.06.2022;

6. The thesis will be defended in accordance with the schedules drawn up by the Dean's office with the indication of the Boards and the nomination of the students who will defend the thesis, taking into account that the maximum number per day will not exceed, usually 8 students per Board.

7. The schedules approved by the rector of the University, will be placed on the web pages of the faculties and will be sent to the graduates through SIMU (terms of drawing the schedule - until 28.03.2022, placement on the WEB page - 04.04.2022).

II. ADMISSION OF STUDENTS TO THE GRADUATION / LICENTIATE EXAMINATION

8. Students who fulfill the following requirements will be admitted to the Graduation / Licentiate Exam:

8.1. have fully completed the curriculum and have accumulated the number of credits set:


- ◆ 360 credits for integrated higher education programs with a duration of 12 semesters;
- ◆ 300 credits for integrated higher education programs with a duration of 10 semesters;
- ◆ 240 credits from licentiate programs with a duration of 8 semesters;

8.2. received the grade "admitted" to the prior defense defense of the graduation thesis at the department / discipline / chair, in which it was developed, a fact confirmed by the extract from the minutes (responsible: vice-deans).

III. ORGANIZATION OF THE GRADUATION THESIS DEFENSE PROCESS

9. After approval at the meeting of the respective department / discipline / chair, the graduation thesis will be covered and presented (on paper and in PDF format) 12 days before the final defense to the Secretary of the Assessment Board.

10. The secretaries of the Boards will send the graduation theses in electronic format the PDF version for examination to the President, the Vice-Presidents, the members of the Graduation / Licentiate Examination Board and the members of the Assessment Board 10 days before the presentation.

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11. The members of the Boards will examine the theses in accordance with the provisions of the Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh by:

- analysis of the methodology used in the study;
- analysis of results and their argumentation;
- compliance of the conclusions with the established objectives;
- compliance with the recommendations for structure and drafting of the text;
- use of the bibliography and its presentation.

IV. DEFENSE AND ASSESSMENT OF THE GRADUATION THESIS

12. The defense of the graduation theses is public and will take place with the physical presence in the open meeting of the Board for the assessment of the graduation/licentiate theses, in the presence of at least 2/3 of the number of members, according to the approved schedule.

13. The student will summarize the licentiate thesis, defended by the Power Point presentation, for which he is given up to 15 minutes. Up to 15 minutes are allowed for questions and discussions.

14. The President of the Assessment Board coordinates the defense of the graduation theses, asks questions, gives grades, ensures the drafting of the minutes and is responsible for the observance of the provisions of the Regulation.


15. The members of the Assessment Board ask questions, give grades and carry out any other duties set up by the President, for the proper conduct of the licentiate theses defense.

16. The Secretary of the Board asks questions, gives grades and ensures its organizational activity: checking and preparing the classrooms for public defense, taking over the licentiate theses, taking over and handing over to the Dean's Office the assessment sheets of the Board (one per student), taking over and verifying the presentation materials of the licentiate theses by the students, as well as performing other duties assigned to him by the President of the Board for the proper conduct of the licentiate theses defense.

17. The assessment of the licentiate theses by the members of the Board will be done according to the **Criteria for the final assessment of the licentiate theses**. (Annex 6 to Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova):

- ◆ the quality of writing the graduation thesis and the observance of the structuring rules;
- ◆ the quality of the research carried out;
- ◆ quality of the bibliography;
- ◆ the quality of the oral presentation and the answers to the questions put by the Board;
- ◆ confirmation of the publication / presentation of the research results (article, thesis, report, poster, the proof being placed in the Annex to the thesis).

18. The assessors will give the grade according to the Assessment Sheet (Annex 5 to

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Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova).

19. The decision on the grade for the defense of the graduation thesis will be taken at the closed meeting of the Assessment Board, according to the algorithm of assessment and application of the Assessment Sheets by the members of the Board. (Annexes 5 and 6 to Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova).

20. The scientific advisor of the licentiate thesis, if he is also a member of the Assessment Board, will not participate in the assessment of the thesis, but may participate in discussions.

21. The final grade of the graduation thesis will be determined by calculating the arithmetic average of the grades given by the members of the Board and will be rounded in favor of the student to 0.5 decimal places. (Annex 7 to Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova).

22. The final grade of the graduation thesis will be written in Arabic numerals and letters in the Student's Assessment Sheet (Annex 7 to Regulation on the development and defense of the licentiate thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova) și procesul verbal.

23. The results of the thesis defense will be announced to the students on the same day, after the meeting of the Assessment Board.

24. Unreasoned absence of the student at the licentiate thesis defense or getting a grade lower than "5" is qualified as failure to pass the Graduation / Licentiate Exam.


25. Students have the right to challenge the Board's decision. Applications for appeals shall be submitted within one working day of the announcement of the results and shall be entered by the Secretary of the Board in the Register of Appeals.

26. The appeals will be examined by the Appeals Board, approved by the Rector's Order, within one working day from its submission. Examination of appeals shall be recorded in separate minutes, signed by the president of the Graduation / Licentiate Examination Board and the members of the Appeals Board.

27. The Appeals Board shall re-examine and give the grade to the licentiate thesis and the presentation. The change of the contested grade with the grade given after the examination of the appeal will be made by increasing or decreasing, remaining final.

28. Insufficient grade (1-4) obtained at the stage of defending the licentiate thesis does not deprive the student of the right to take the computer-assisted testing stage.

29. The secretaries of the Assessment Board take from the students the bachelor theses and the presentations in electronic format, the assessment sheet of the members of the Assessment Board (Annex 7 to Regulation on the development and defense of the licensed thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova) and complete the minutes after each meeting.

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30. The minutes of the Assessment Board, the Assessment Sheets of the Board (one per student) and the licentiate theses in electronic format (PDF version) will be sent to the Presidents, the secretaries of the Graduation / Licentiate Examination and the dean's offices within 24 hours after the meeting.

31. The dean's offices of the faculties, at the request of the Presidents of the Graduation / Licentiate Exam, will ensure, as the case may be, the verification of the similarities of the licentiate thesis. At their request, in order to verify the similarities, the department will present the WORD version of the paper.

V. CARRING OUT THE COMPUTER-ASSISTED TESTING STAGE IN UMIS

32. Students will take the testing stage with the mandatory compliance with the requirements of the "Instructions on protection measures to be applied for the organization of the activity of public and private educational institutions in the epidemiological context of COVID-19".

33. Graduates must come to the Testing Stage at least 15 minutes before the start of the assessment, according to the schedules prepared by the dean's office.

34. The items for the testing stage of the Graduation / Licentiate Exam are developed by the departments / disciplines / specialized chairs, based on the Curriculum of the disciplines in force and sent to the students through UMIS by the dean's office.

35. The computer-assisted testing stage of the Graduation / Licentiate Exam consists of solving 100 tests in UMIS. The duration of the testing stage is determined by calculation: one minute for a test.

36. The grade for the computer-assisted testing will be rounded to 0.5 decimal places in favor of the student.

37. Unreasoned absence of the student at the computer-assisted testing stage is qualified as failure to pass it.


38. Getting a grade lower than "5" for the computer-assisted testing stage is qualified as failure to pass the Graduation / Licentiate Exam.

39. The grade obtained at the computer-assisted testing stage in UMIS is final and cannot be challenged.

40. The General Grade of the Graduation / Licentiate Examination (GGE) is established as the arithmetic average of the grade obtained in defending the licentiate thesis (E1) and the grade obtained in the computer-assisted testing stage in UMIS (E2) and is calculated to two decimal places:

$$\mathbf{GGE = (E1+E2)/2}$$

41. Upon completion of the testing stage by all students of the study program, the members of the Graduation / Licentiate Examination Board will print and sign the examination sheets with the general grade for the Graduation / Licentiate Examination (GGE) in two copies.

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42. The Secretaries of the Graduation / Licentiate Examination Boards will complete the minutes of the Graduation / Licentiate Examination and will ensure their signing by the President of the Graduation / Licentiate Examination on study programs.

VI. FINAL PROVISIONS

43. This Methodology enters into force on the date of approval by the Senate of Nicolae Testemitanu SUMPh.

44. The Deans of the Faculties will make public the Methodology of organizing and conducting the Graduation / Licentiate Exam in a.y. 2021-2022 by placing it on the faculty's website.

Coordinated:

First vice-rector, vice-rector
for academic activity



Olga Cernetchi

Head of Didactic and
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Head of Academic
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