	<p>Nicolae Testemitanu State University of Medicine and Pharmacy of the Republic Moldova</p> <p>METHODOLOGY FOR ORGANIZING AND CONDUCTING THE GRADUATION / LICENSE EXAMINATION, a.y. 2020-2021</p>	<p>1/7</p>
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APPROVED

**minutes of the session of the Senate of
Nicolae Testemitanu SUMPh
no. 4/5 of 22.04.2021**

METHODOLOGY

**for organizing and conducting the graduation / license examination
at *Nicolae Testemitanu SUMPh*, a.y. 2020-2021**

I. GENERAL PROVISIONS

1. The present Methodology is developed on the basis of the Framework Regulation regarding the organization of the final exam for the higher license studies, approved by the Order of the Minister of Education No. 1047 of 29.10.2015, the Regulation on the organization of undergraduate studies (cycle I) and integrated (Bachelor and Master) 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 examination of integrated higher studies 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 / License Examination in all study programs, which will take place in a.y. 2020-2021 in two stages (Senate decision no. 2/3 of 25.02.2021):

- a. public defense of licentiate theses
- b. computer-assisted test in SIMU.

3. The public defense of the licentiate theses will take place online, within the Graduation / License Examination Boards, approved by the Rector's Order in the presence of at least 2/3 of the number of members.

4. The computer-assisted test in SIMU will take place in the Academic Assessment Center, located inside the Teaching Block no. 1 „Leonid Cobileanschi”, 27, Nicolae Testemitanu, str.

5. The organization of the Graduation / License Exam will be carried out in accordance with the schedule prepared by the dean's offices.



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

- ◆ for the study programs Medicine and Preventive Medicine: 17-28.05.2021;
- ◆ for the Dentistry study program: 25-28.05.2021;
- ◆ for the Pharmacy study program: 24-28.05.2021;
- ◆ for the Optometry study program: 24-28.05.2021.

5.2. The computer-assisted test will be done in terms:

- ◆ for the study program Medicine - 03-04.06.2021 (students from the Faculty of Medicine no.1), 02.06.2021 (students from the Faculty of Medicine no.2);
- ◆ for the integrated higher education programs Preventive Medicine, Dentistry, Pharmacy and higher education studies Optometry - 31.05.2021;

6. The defense of the theses will take place in accordance with the schedules prepared by the Dean's Offices 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 5 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 elaboration of the schedule - until 27.04.2021, placement on the WEB page - 30.04.2021, responsible: deans and vice-deans).

II. ADMISSION OF STUDENTS TO THE GRADUATION / LICENSE EXAMINATION

8. Students who will be admitted to the Graduation / License Exam:

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

- 360 credits from integrated higher education programs with a duration of 12 semesters;
- 300 credits from integrated higher education programs with a duration of 10 semesters;
- 240 credits from the higher license programs with a duration of 8 semesters;

8.2. received the grade "admitted" to the previous defense of the license thesis in 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 LICENSE THESIS DEFENSE PROCESS

9. 10 days before the online defense the Secretaries of the Assessment Boards will submit the theses (in PDF format) and PowerPoint presentations for examination to the President, Vice-Presidents, members of the Graduation / License Examination Board and members of the Assessment Board (responsible: secretaries of the Assessment Boards, terms: Medicine, Preventive Medicine - until 11.05.2021 and Pharmacy, Dentistry and Optometry - until 14.05.2021).

10. The members of the Boards will examine the license theses in accordance with the provisions of the Regulation on the development and defense of the license thesis in Nicolae Testemitanu SUMPh, by means of:

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

11. The coordinators of the boards, together with the secretaries, will ensure the organization and development of the online defense of the license theses by scheduling the meetings in Google Meet, according to the schedule set up by the deans's offices.


12. The date, time and links will be sent to the President, Vice-Presidents, members of the Graduation Exam Board, members of the Assessment Board, scientific advisors and students by e-mail (responsible - board secretaries, terms: Medicine, Preventive Medicine - until 14.05.2021 and Pharmacy, Dentistry and Optometry - until 20.05.2021).

13. The coordinators and secretaries of the Assessment Boards will ensure that all members and students have the technical conditions to participate in the assessment according to the approved procedure. To this end, at least one day before the date specified for the defense, the secretaries of the Assessment Boards will organize and simulate a thesis defense meeting to assess the functionality of the selected instrument.

14. An online meeting through Google Meet will be scheduled in addition only for the evaluators from the Assessment Board with the transmitting of the link by e-mail, in order to assess the license theses.

IV. DEFENSE AND ASSESSMENT OF THE LICENSE THESIS

15. On the date and time set in the schedule, the persons invited to participate in the meeting for the defense of the license theses will access the links received.

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16. The Presidents, Vice-presidents and members of the Graduate / License Examination Boards will connect arbitrarily at any license thesis meeting and will participate in the assessment.

17. The secretaries of the Assessment Boards will ensure the recording of the online meetings.

18. The student will summarize the license thesis, supported by the Power Point presentation, for which he is given up to 15 minutes.

19. Everyone presents at the public hearing may ask questions, participate in discussions. Up to 15 minutes are given for questions and discussions.

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


- ◆ quality of writing the license thesis and compliance with the structuring rules;
- ◆ quality of the research carried out;
- ◆ quality of the bibliography;
- ◆ 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).

21. The evaluators will give the mark according to the Assessment Sheet (Annex 5 of the Regulation on the development and defense of the license thesis at *Nicolae Testemitanu* SUMPh of the Republic of Moldova).

22. The decision on the mark for the defense of the license thesis will be taken at the meeting of the Assessment Board, accessing the respective link, according to the algorithm of assessment and application of the Assessment Sheets by the members of the Board (Annexes 5 and 6 of the Regulation on development and defense of the license thesis at *Nicolae Testemitanu* SUMPh of the Republic of Moldova).

23. The scientific adviser of the license 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.

24. The final mark of the license thesis will be determined by calculating the arithmetic average of the marks given by the members of the Board and will be rounded in favor of the student to 0.5 decimal places (Annex 7 of the Regulation on the development and defense of the license thesis at *Nicolae Testemitanu* SUMPh of the Republic of Moldova).

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25. The final mark of the license thesis will be entered in Arabic numerals and letters in the Student Assessment Sheet (Annex 7 of the Regulation on the development and defense of the license thesis at Nicolae Testemitanu SUMPh of the Republic of Moldova) and the minutes.

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

27. Absence on the defense of the license thesis without good reason or getting a mark lower than "5" is qualified as failure to pass the Graduation / License Exam.

28. Students have the right to appeal the Board's decision. Applications for appeals shall be submitted within one working day of the announcement of the results of the Graduation / License Examination and shall be registered by the Secretary of the Board in the Register of Appeals.

29. The appeals will be examined by the Appeals Board, approved by order of the Rector within one working day from its submission. The examination of appeals shall be recorded in separate minutes, signed by the president of the Graduation / License Examination Board and the members of the Appeals Board.


30. The Appeals Board re-verifies and gives mark for the presentation (based on the registration of the online defense) and the license thesis. The change of the contested mark with the mark given after the examination of the appeal will be made by increasing or decreasing, remaining final.

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

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

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

34. The dean's offices of the faculties, at the request of the Presidents of the Graduation / License Examination, will ensure, as the case may be, the verification of

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the similarities of the license thesis. At their request, in order to verify the similarities, the department will present the WORD version of the paper.

V. PERFORMING OF THE COMPUTER ASSISTED TEST STAGE IN SIMU

35. Students will take the test stage with the mandatory observance of the requirements according to the “Instruction 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”.

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

37. The items for the testing stage of the Graduation / License Exam are developed by the departments / disciplines / specialized chairs, based on the Curriculum of the disciplines in force and placed on the web page of the Dean’s offices.

38. The computer-assisted testing step of the Graduation / License Exam consists of solving 100 tests in SIMU. The duration of the test step is determined according to the calculation: one minute for a test.

39. The mark from the computer-assisted test stage will be rounded in favor of the student to 0.5 decimal places.

40. Absence on the computer-assisted testing stage without good reason shall be considered as failure to pass the test.

41. Getting a mark lower than “5” at the computer-assisted testing stage is qualified as not passing the Graduation / License Examination.

42. The mark got for the computer-assisted testing stage in SIMU is final and cannot be challenged.

43. The General Marg of the Graduation / License Examination (GME) is established as the arithmetic average of the mark obtained in defending the license thesis (E1) and the mark obtained at the computer-assisted testing stage in SIMU (E2) and is calculated to two decimal places:

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

44. After completing the testing phase by all students of the study program, the members of the Graduation / License Examination Board will print and sign the marks with the general mark at the Graduation / Licensing Examination (GME) in two copies.



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

VI. FINAL PROVISIONS

46. This Methodology enters into force on the date of approval by the SUMPh Senate.

47. The Deans of the Faculties will make public the Methodology for organizing and conducting the Graduation / License Examination in a.y. 2020-2021 on the faculty website.

Coordinated:

First vice-rector, vice-rector
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Olga Cernetchi

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