



Translation from Romanian into English

APPROVED
at the meeting of the Senate of Nicolae
Testemitanu SUMPh minutes
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REGULATIONS
on the organization of the graduation examination
of integrated higher education at Nicolae Testemitanu
State University of Medicine and Pharmacy

I. GENERAL PROVISIONS

1. This Regulation is based on the following provisions:
 - ◆ Education Code no.152 of July 17, 2014;
 - ◆ Regulation on the organization of studies in higher education based on the National Study Credit System, approved by Order of the Minister of Education no. 1046 of October 29, 2015;
 - ◆ Law no.142-XVI of July 7, 2005 on the approval of the Nomenclature of Professional Training Areas and Specializations for the Training of Specialists in Higher Education Institutions, Cycle I;
 - ◆ The Framework Regulation on the organization of the graduation examination for higher education, approved by the Order of the Minister of Education no. 1047 of 29.10.2015
 - ◆ The Framework Plan for Higher Education (cycle I - License, cycle II - Master, integrated studies, cycle III - Doctorate), approved by Order of the Ministry of Education no. 1045 of October 29, 2015;
 - ◆ The Charter of the Nicolae Testemitanu State University of Medicine and Pharmacy registered at the Ministry of Justice on 08.10.2015.
2. The Regulation lays down the general rules for the organization and conduct of the graduation examination of the integrated higher education (hereinafter **graduation examination**) at Nicolae Testemitanu State University of Medicine and Pharmacy (hereinafter **University**) and reflects the basic requirements for the graduation examination in the field of professional / specialty training of students.
3. Integrated Higher Education (ISCED level 7) completes with graduation examination.
4. On the basis of graduation examination, the graduates of the university, are conferred degrees, according to specialties, and are issued licentiate diplomas in medicine or pharmacy.
5. The University has the status of the institution that organizes the graduation examination.
6. The monitoring of the organization and conducting of the graduation examination within the University is done by the Rector, the Vice-Rector for Quality Assurance and Integration in Education, the Head of the University Didactic Department, deans of the faculties, in accordance with the provisions of this Regulation.



II. CONFERED DEGREES AND CERTIFICATES

7. The graduation exam ends with the conferring of the Licentiate degree in Medicine or Pharmacy, in accordance with the Nomenclature of Professional Training and Qualifications for the Training of Staff in Higher Education Institutions.
8. Degrees in the general field of study indicate the completion of integrated higher education programs and are conferred to graduates who:
 - ✓ demonstrate advanced knowledge, skills, competencies in the field of study;
 - ✓ can professionally apply the acquired knowledge;
 - ✓ demonstrate the ability to give arguments and solve problems in the field of studies;
 - ✓ have the ability to collect, analyze and interpret relevant data (usually from their own field of study), as well as to formulate reasoning on relevant social, scientific or ethical issues;
 - ✓ can communicate information, ideas, problems and solutions to both the audience of specialists and non-specialists;
 - ✓ have developed the necessary skills to continue their studies with a high level of self-training.
9. The licentiate diploma in medicine or pharmacy is issued to the graduate, who has completed the integrated higher education program established by the six-year Study Plan at the Faculty of Medicine and five years of study at the Faculty of Dentistry and Pharmacy, and has successfully passed the graduation examination. The licentiate diploma specifies the average of the integrated studies: the graduation examination and the general mark.
10. At the completion of integrated higher education programs in medicine or pharmacy a diploma equivalent to Master's degree (ISCED level 7) is issued.
11. Integrated higher education programs in medicine in pharmacy are completed with the issuing of a licentiate diploma in medicine or pharmacy, which gives the right to take part in the admission to residential studies, enrollment in doctoral programs and allows employment in the labour market according to the occupational framework.
12. The licentiate diploma in medicine or pharmacy is accompanied by the supplement to the diploma (written in Romanian and English) and the syllabi given to all students.
13. Persons who have not passed the graduation examination (one or more tests, established and approved by the Senate of the University), are issued a certificate. The certificate attests that its holder has completed the curriculum for the given specialty.
14. In the case of passing the graduation re-examination, the graduate is issued the licentiate diploma. The certificate previously issued is withdrawn and kept in the graduate's personal file.

III. ORGANIZATION AND DEVELOPMENT OF THE GRADUATION EXAMINATION

15. The graduation examination is the final assessment of the integrated higher education program in a specialized field. Graduation examination parts assess the level of achievement of the learning outcomes, as well as the generic and specific skills acquired by graduates during their studies.



16. The graduation exam is credited according to the provisions of the Framework Plan and the curricula approved by the University.
17. The students, who have completed the curriculum in full and have accumulated the number of credits set for 12 semesters within the 360-credit professional training programs, and for 10 semesters in case of 300 credits, are admitted to the graduation examination.
18. University graduates pass the graduation examination in the University, only in case they have completed at least the last year of study in this University.
19. In order to assess the competencies formed within the study plan, the graduation examination at the University includes:
 - a) submitting and defense of the licentiate thesis;
 - b) written examination - a grid-test that consists of 100 tests, comprising the subjects and bibliography of the specialty;
 - c) oral examination, including the testing of practical skill, according to the specifics of the study program.
20. Tests and subjects of the graduation exam and the terms for the graduation examination are established by the approved study plans. Any changes to the graduation examination are announced at least 6 months before the graduation examinations begins.
21. The timetable for the graduation examination is approved by the Rector of the University one month before the first examination. The timetable for defense of licentiate theses is published on the faculty web pages.
22. By licentiate thesis the competencies of the graduates to make a research in the field of medicine, to apply the theoretical knowledge in the elaboration of some practical solutions specific to the field of professional training or the realization of case studies, are assessed.
23. In order to coordinate the activities of the licentiate thesis development, the departments / chairs appoint the scientific advisors for the licentiate theses. University professors, associate professors, lecturers and university assistants of specialized departments / chairs can be appointed as scientific advisors.
24. Themes for licentiate theses are developed at specialty departments / chairs and are displayed in the Didactic Module of the University Information Management System (hereinafter UIMS), from where they can be discussed and chosen by the students. Themes for licentiate theses are updated annually.
25. The requirements regarding the volume, structure, submitting form of the licentiate thesis are determined by the faculty, according to the specifics of the professional / specialty field and the recommendations elaborated at the university level.
26. The licentiate thesis is elaborated during the last two years of specialized integrated studies. Students must choose the theme for the licentiate thesis from the list proposed by the departments, displayed in the didactic module of UIMS, as a rule at the end of the 8th semester of studies for the Faculty of Medicine and during the 7th semester for the Faculties of Dentistry and Pharmacy. The theme chosen by the student is included in the Annual Study Contract. The



conditions for the subsequent modification of the theme, as well as the deadline for its modification, are determined by the faculty.

27. The licentiate thesis defense is organized in accordance with the Regulation approved by the University, regarding the licentiate thesis defense, for the given specialty. The methodology and assessment algorithm are approved by the Councils of Faculties.
28. The licentiate thesis defense is public and takes place in the open session of the Examination Board at the presence of at least 2/3 of its members, in the form of a summary delivered by the author, for which he is given 10- 15 minutes.
29. During the evaluation process, the licentiate thesis is assessed according to the following criteria:
 - ✓ conducting of study /research itself;
 - ✓ content and submission form;
 - ✓ defense (presentation of research, use of technical means, discussions on the subject);
 - ✓ confirmation of research results publication (article, thesis, report).
30. The decision on the licentiate thesis mark is taken at the closed meeting of the Examination Board, according to the assessment algorithm. Each student is given up to one academic hour for the licentiate thesis defense.
31. The subjects / items for the written and oral tests of the graduation examination are developed by the departments / chairs, based on the programs in force. The subjects are confirmed at the meeting of specialized departments / chairs and signed by the head of the subdivision, coordinated with the deans of the faculties and approved by the pro-rector for quality assurance and integration in education one month before the first test.
32. Written examination is a grid-test, comprising the subjects and bibliography of the specialty. Variants of test samples are computerized and distributed to the Monitoring Board on the day of the written test, 30 minutes before its beginning. The ratio of the disciplines in the structure of the written test, as part of the graduation examination, is determined by the departments / chairs in charge, and is approved by the deans of the faculties.
33. The duration of the written test is determined according to the calculation: 1 minute for 1 item. Checking of response grids is performed in a computerized system, following an established algorithm. Student knowledge is appreciated with marks from 1 to 10. The minimum promotion mark is 5. The results of the written test are published by displaying on the individual pages of the students in the UIMS.
34. The oral examination is assessed by the members of the Board. Depending on the specifics of the specialties, examination cards for oral part contain 4-6 subjects in the field, and a clinical case, in order to assess practical skills. The duration of the oral part is 20 to 30 minutes for each student. Student knowledge is assessed with marks from 1 to 10. The final mark is calculated as the average of the marks given by all members of the Board. The minimum promotion mark is 5. The results of the oral test are announced to the students immediately after the examination and are displayed in the UIMS.



35. At all stages of the graduation examination, the conversion of the marks into the ECTS scoring scale is done according to the recommendations of the Implementation Guide of the National Study Credit System.
36. The candidate's marks are reflected in the minutes of Graduation examination Board, the student's record-book and the supplement to the diploma.
37. The average of the graduation examination (AGE) is determined as the arithmetic average of the mark obtained in the written test (E1) and the oral part (E2) of the graduation examination and of the mark obtained on the defense of the licentiate thesis (LTh) and is calculated with two decimal places.

$$AGE = ((E_1 + E_2) / 2 + LTh) / 2$$

38. The general average mark is determined as the arithmetic average of the average of the graduation examination and the arithmetic averages of the promotion of academic years, and is calculated with two decimal places.
39. The register of didactic materials and informative materials, allowed for candidates to be used for the examination, is drawn up by examiners and approved by the Graduation examination Board, at the recommendation of departments / chairs in charge.
40. Absence on a test of the graduation examination or on the thesis defense is qualified as failure. Obtaining a lower mark than "5" in one of the examination parts or in thesis defense is qualified as failure of the graduation examination.
41. The insufficient mark (1-4) obtained in one of the stages of the graduation examination does not deprive the student of the right to pass the other parts of the graduation examination.
42. Graduates who have not passed the graduation examination may take part in a repeated examination session at the University, in order to pass the failed stage. The examination can be taken not more than twice during the first five years after graduation.
43. The failed graduation examination may be repeated for a fee, the size of which is determined by the decision of the University Senate.
44. The registration of the candidates for the repeated passing of the graduation examination is made on the basis of personal application submitted to the University: for the thesis defense- at least six months, and for the oral or written stages - at least two months before the graduation examination.
45. For the repeated graduation examination, it is recommended to take into account the curriculum / study plan and the proposed subjects for the graduation examination in the academic year, when the candidate graduated from the University.

IV. WORK OF THE GRADUATION EXAMINATION BOARD

46. For the conducting of the graduation examination, Graduation Examination Boards (hereinafter **Boards**) by fields of professional training / specialties, are constituted.
47. Boards are constituted by fields of professional training / specialties by order of the rector, at the proposal of faculty councils, one month before the start of the graduation examination.



48. The Board is made up of the Chairman, Vice-Chairmen, Members (Examiners) and Secretaries.
49. The Board may include people with scientific degrees and scientific-didactic title from the departments / chairs of the University. If necessary, the Board may include a highly skilled practitioner with rich experience and professional authority.
50. The chairmen of the Board are appointed by order of the Ministry of Health, on the basis of the University's proposals. As the Chairman of the Graduation Board, specialists in this field (university professors, associate professors, scientific researchers, holders of honorary titles, highly qualified practitioners), who work outside the University, may be appointed.
51. The same person may be appointed as chairman of a Board for not more than two consecutive years.
52. Only staff members: heads of departments, university professors, associate professors, may be appointed as Vice-chairmen of the Boards.
53. The Vice-chairmen submit to the Board the necessary set of documents, including:
 - a) Order of the Rector of the University regarding admission of students to the examination;
 - b) the set of subjects / tests aimed to assess the outcomes / competencies of the graduates, with the assessment scales;
 - c) curriculum of the course units / modules evaluated;
 - d) the student's study sheet describing the program, according to the curriculum for the semesters, indicating the number of hours, the forms of assessment and the credits accumulated at the training units / training modules;
 - e) the signature of the scientific advisor of the project /licentiate thesis.
54. At the written tests, the vice-chairmen distribute the grids to the graduates, indicating how they are to be completed.
55. When the chairman of the Board is unable, for objective reasons, to carry out his duties, the Vice-chairman carries out his duties until the appointment of a new Chairmant.
56. Academic staff may be appointed as Board's secretary.
57. The Graduation Examination Board performs the following functions:
 - ✓ ensures the proper conduct of the graduation examination;
 - ✓ performs the assessment based on the study results and generic and specific skills acquired by the young specialists;
 - ✓ assesses the students' answers in closed session by the simple majority of votes;
 - ✓ decides on the conferring of the title;
 - ✓ prepares and submits to the Ministry of Education and to the Ministry of Health, within 10 days of the final stage of the examination, the final report on the results of the Board's work.
58. The final report includes information on the Board's composition; the characteristics of the subjects / tests proposed for the graduation examination in the light of the learning outcomes and competences expected for the respective training program; a comparative analysis of the final assessment with current assessments; characteristic of the general level of training of graduates; an analysis of the results of the licentiate theses defense and proposals for the improvement of the initial academic training process at the respective specialties.



59. The work program of each Board is drawn up by the Dean of the respective faculty and is coordinated with the Chairman of the Board, approved by the Vice-Rector for Quality Assurance and Integration in Education and published at least one month before the first examination of the graduation exam.
60. The duration of the Board's daily work does not exceed 6 astronomical hours. The hours of activity of the members of the Board are included in the teaching load of that person.
61. The costs of the Board's work are borne by the University. The chairmen and members of the Graduation Examination Board from other institutions are remunerated in the established manner according to the number of hours actually worked.
62. Taking of tests of the graduation examination takes place in the open session of the respective Boards in the presence of at least 2/3 of its members.
63. When the written tests are taken, the coding of the works / tests is mandatory. Scanning of tests followed by computer decoding of works is carried out in the presence of Board's members.
64. The Board's decisions on the final marks for the examinations and for the thesis defense are approved by open vote, with a simple majority of votes. Secret ballot, abstaining, or transfer of voting right are not allowed. If the votes are split equally, the vote of the Chairman of the Commission is decisive.
65. The Board's activity is recorded in the minutes, which sets out how the graduate was assessed on the tests and on thesis defense, the additional questions, the separate opinion of some members of the Board, at their insistence. Minutes are signed by the chairman, vice-chairmen, and members of the Graduation Examination Board present, and are kept in the university archive.
66. If the licentiate thesis has been assessed with a mark below "5", the Board decides whether, after the necessary corrections, it can be defended at the next session of the graduation examination, or it is necessary to change the subject of the thesis. The decision of the Examination Board is final and can not be reviewed.
67. The mark obtained in the oral test and the thesis defense is communicated to the students on the same day, after the meeting of the Board. The mark in the written test is communicated to the students through the UIMS immediately after the Board's meeting, which records the results of the test by minutes.
68. The Chairman of the Board informs the Council of the respective faculty about the results of the organization and conduct of the graduation examination.
69. In accordance with the University's Code of Ethics, it is strictly forbidden to use information sources not authorized by the Board (paper or electronic) during the taking of the written or oral tests. Failure to comply with the requirement is punishable by excluding from the test. Re-taking is allowed to the student only in another session of the graduation examination. The plagiarism found in the thesis is punished by canceling the thesis and repeating it in another session of the graduation examination.
70. In case of corrupting actions / attempts, including the traffic of influence or the manifestation by a graduate of behavior contrary to generally accepted ethical and moral norms, the Board is



entitled to remove that candidate from the examination without the right to re-take it.

71. All decisions taken by the Boards in their activities are recorded in the minutes and the final report of the Board.
72. Students have the right to challenge the Board's decision. Applications for appeals are submitted within one working day of the announcement of the results of each test of the graduation examination and are recorded by the Secretary of the Board in the Register of Appeals Records. Any of the graduation tests may be challenged.
73. Appeals are examined by the Board within one working day of their submission. The Board re-examines and records the challenged test. Changing of the disputed mark with the mark after reviewing the test is done by its increasing or decreasing, remaining final.
74. The University establishes Monitoring Boards for the examination of appeals from at least 3 members, including representatives of the University Management Board.
75. Examination of appeals is recorded in separate minutes, signed by the members of the Graduation Examinations Board and the members of the Monitoring Board.
76. The Board operates the changes following appeals, recalculates, where appropriate, the general average of the graduation examination and corrects accordingly the result of the examination.

V. FINAL PROVISIONS

77. This Regulation is mandatory from the academic year 2016-2017 and is fully applied to graduates admitted to integrated higher education.
78. Specific regulations at faculty level regarding the organization and conduct of the graduation examination is coordinated with the Didactic Department and the Vice-Rector for Quality Assurance and Integration in Education, approved within the Councils of the Faculties.
79. The modification of the Regulation on the organization of the graduation examination of the integrated higher education at the Nicolae Testemitanu State University of Medicine and Pharmacy is made by the decision of the Senate.
80. The Regulation on the organization of the graduation examination of the integrated higher education at the Nicolae Testemitanu State University of Medicine and Pharmacy come into force after the approval of the University Senate.

Signed by:

Vice-rector for Quality Assurance and Integration in Education

Head of Didactic Department	_____	Olga Cernetchii
Dean of Faculty of Medicine no 1	_____	Silvia Stratulat
Dean of Faculty of Medicine no 2	_____	Gheorghe Placinta
Dean of Faculty of Dentistry	_____	Mircea Betiu
Dean of Faculty of Pharmacy	_____	Ion Lupan
Head of Law Department	_____	Nicolae Ciobanu
		Tatiana Novac