

STUDENT ASSESSMENT METHODOLOGY

UNIVERSITY OF MEDICINE AND PHARMACY OF CRAIOVA

1. Students' knowledge is assessed through examinations and tests. Students' knowledge is graded on a scale from 10 to 1, the minimum pass grade being 5. Assessment consists of the examination of theoretical and practical knowledge.
2. The format of the theoretical examination (multiple-choice test, written essay, oral examination) is set at the beginning of each academic year by the Faculty Council, in accordance with the Course Description. The Course Description is updated annually before the start of the academic year and is displayed at the premises of each discipline. Examinations are held in the winter, summer, autumn I and autumn II sessions, the examination periods being set in accordance with the structure of the academic year.
3. Students who have not passed an examination in the winter session may sit it in the summer and autumn I sessions.
4. Students who have not passed an examination in the summer session may sit it in the autumn I and autumn II sessions.
5. Students may sit an examination free of charge no more than twice in an academic year, in 2 of the 3 examination sessions. The first 2 attempts are free of charge; subsequent attempts are subject to a fee, the amount of which is set by the Senate of UMF Craiova.
6. Failure to sit an examination with one's own series / group in the scheduled examination session, whether excused or not, uses up one of the 2 free attempts.
7. In all examination sessions, the examination procedure for the same discipline shall be the same.
8. Sitting an examination on a date other than the one originally scheduled requires the agreement of the examining teacher and the approval of the Dean's Office, provided that the reason for absence on the scheduled date is clearly stated and supported by documentation.
9. Resit examinations (theoretical and practical) are held with the teaching staff who taught the series of students in the academic year concerned; where this is not possible, the Faculty Council shall designate another examining teacher.
10. At the beginning of each academic year, disciplines must publish the topics and format of the theoretical examination and provide details of the format and content of the practical examination, as well as any other conditions that may contribute to the final grade (topics and recommended bibliography, examination format, interim assessments and their weighting in the final grade, clinical placement activity, the teaching assistant's evaluation, written assignments, etc.). This information is included in the Course Description. Interim assessments may take place both during lectures and during practical sessions/clinical placements.

11. Each discipline must carry out an interim assessment of knowledge at least once per semester; this assessment carries a weighting in the final grade in accordance with the Course Description.
12. For groups of disciplines assessed through a combined examination, each discipline shall be allocated a number of questions proportional to its teaching load. In the case of combined examinations, a single final grade is awarded, calculated using the same ratio of proportionality as the teaching load of each discipline. For disciplines taught by more than one lecturer, there shall be a single question bank per discipline.
13. Practical and theoretical examinations shall be scheduled between 7:30 and 20:00 and may not run past 20:00, regardless of the examination format. Students must attend the examination at the set time and place, and admission to the examination is subject to verification of the student's identity on the basis of a valid identity document (passport or identity card). Students must also bring to the examination their student record book, validated for the current year by the Faculty Secretariat.
14. During the examination, students may not have with them mobile phones, watches or other electronic devices that could facilitate communication or access to reference material. All students' personal electronic devices must be switched off and left in the place indicated by the teaching staff invigilating the examination. Any attempted cheating automatically results in exclusion from the examination.
15. Regardless of the form of assessment, within a discipline the examination must be uniform in difficulty, format and topics. Responsibility for ensuring uniformity of examination lies with the head of the discipline (where the same course is taught by more than one lecturer).
16. Coursework assessments ("verificare") are held in the last 2 weeks of the semester, according to the timetable of the disciplines assessed, so as not to disrupt teaching in other disciplines.
17. The format of the practical examination depends on the specific nature and conditions of each discipline.
18. When grading the practical examination, account shall also be taken of the student's work during the year and of the group teaching assistant's evaluation.
19. The course lecturer must submit the grade sheets to the Secretariat within 2 working days of the end of the examination.
20. After the examination results are published, students have one working day in which to appeal their own result only, by submitting a written appeal at the premises of the discipline. Appeals are resolved in accordance with the Regulations on Submitting and Resolving Appeals (Annex 1).
21. Examinations within a session are scheduled by the course lecturer in agreement with student representatives, observing the mandatory minimum interval of 2 days (48 hours) between examinations for the first attempt.
22. Re-examinations to improve a grade require the approval of the Dean's Office and may be taken free of charge in up to 2 disciplines per year, in the autumn session; a student may apply to improve grades in up to 3 disciplines per year, the third re-examination being subject to a fee.
23. Approval of a re-examination to improve a grade is conditional on the student having passed all examinations at the first attempt.

24. The grade obtained at re-examination is final and is entered in the student register.
25. Students held back for credit recovery have the following obligations:
- a. payment of the cost of the credits to be recovered;
 - b. attendance at all compulsory teaching activities of the disciplines whose credits are to be recovered, under a recovery plan agreed with the course coordinator.
26. Students who, during the academic year they failed, were hospitalised or on sick leave for more than two months in total, including at least 20 consecutive days, may re-enrol in the same year of study, thereby extending their studies for that year. All supporting medical documents, endorsed by the doctors of the student medical offices, must be submitted to the Student Secretariat within 7 calendar days of resuming studies.
27. A medical extension of studies is not considered as being held back for credit recovery and may not be granted in two consecutive years.
28. Students granted a medical extension of studies shall recover all failed credits in full, without paying for them.
29. For optional (non-compulsory) disciplines, sitting the examination is optional. The grade obtained in these examinations is entered in the student's academic records and in the student record book, and is included in the calculation of the average at the student's choice.
30. Where the curriculum for a year of study includes elective disciplines, the student must attend one of the disciplines chosen and pass its examination. Where several groups of elective disciplines are offered during the academic year, the student must choose one discipline from each group, the allocation procedure being set annually by the Faculty Council.
31. When calculating the average for the award of study scholarships, accommodation in halls of residence and other entitlements, the grades obtained in the examinations of the disciplines chosen by the student are taken into account.
32. This Methodology, together with its updates, supplements the Regulations on the Academic and Professional Activity of Students; it was approved at the Senate meeting of 24 October 2024 and enters into force starting with the 2024-2025 academic year.